



SHIRLEY

ANNUAL TOWN REPORT
FY 2013

About the Cover

This photograph of the Shirley Center Town Hall was taken last May, 2013, by our DPW Foreman Paul Farrar. Thank you Paul for allowing the use of this photo, and a thank you to Alyssa Rocco for the graphics.

ANNUAL REPORT

TOWN OF

SHIRLEY

MASSACHUSETTS

FOR THE FISCAL YEAR

2013

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EMERGENCY NUMBERS		
	911	
POLICE		425-2644
FIRE/AMBULANCE		425-4334

Town Website: [HTTP://www.shirley-ma.gov](http://www.shirley-ma.gov)

YOUR TOWN GOVERNMENT

TOWN OFFICES

7 Keady Way
Shirley, MA 01464

978-425-2600

	<u>Ext.</u>	<u>Email</u>
Accountant	#225	Accountant@shirley-ma.gov
Assessors	#220	Assessors@shirley-ma.gov
Board of Health	#260	Health@shirley-ma.gov
Building Inspector.	#260	Building@shirley-ma.gov
Conservation Commission	#245	Conservation@shirley-ma.gov
Planning Board	#240	Planning@shirley-ma.gov
Recreation Commission	#270	Rec@shirley-ma.gov
Selectmen	#200	Selectmen@shirley-ma.gov
Sewer Commission	#235	Sewer@shirley-ma.gov
Tax Collector	#210	Tax@shirley-ma.gov
Town Administrator	#200	Selectmen@shirley-ma.gov
Town Clerk	#205	Clerk@shirley-ma.gov
Treasurer	#215	Treasurer@shirley-ma.gov
Zoning Board of Appeals	#255	ZBA@shirley-ma.gov

COUNCIL ON AGING
DEPARTMENT OF PUBLIC WORKS
HAZEN MEMORIAL LIBRARY
LURA A WHITE ELEMENTARY
AYER-SHIRLEY REGIONAL SCHOOL DIST.
SHIRLEY WATER DISTRICT

978-425-1390
978-425-2628
978-425-2620
978-772-8600
978-772-8600
978-425-2245

FEDERAL, STATE & COUNTY OFFICERS

U. S. Senators

Elizabeth Warren
2 Russell Courtyard
Washington, D. C. 20510
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Boston, MA. 02203
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Representative In Congress 5th Congressional District

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Washington, D. C. 20515
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Governor

Deval Patrick

State House, Rm. 280
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Attorney General

Martha Coakley
One Ashburton Place, 20th Floor
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www.mass.gov/ago

Secretary Of State

William F. Galvin
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Senator In General Court

James Eldridge
State House, Rm 413A
Boston, MA. 02133
(617) 722-1120 Fax (617) 722-1089
Email: James.Eldridge@masenate.gov

Representative In General Court

Jennifer Benson
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Boston, MA. 02133-1054
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District Attorney Middlesex Co.

Marian T. Ryan
Office of the District Attorney
15 Commonwealth Ave
Woburn, MA 01801
(781) 897-8300 email: middlesexda.com

Middlesex Registry Of Deeds South

Maria C. Curtatone
208 Cambridge Street
Cambridge, MA 02141
Email: middlesexsouth@sec.state.ma.us

Middlesex Registry Of Probate

Tara E. DeCristofaro
208 Cambridge Street
East Cambridge, Ma 02141
(617) 768-5800

Sheriff

Peter J. Koutoujian
Administrative Office
400 Mystic Avenue
Medford, MA 02155
T:(781)960-2800 F: (781)960-2901

ELECTED ONLY

<i>BOARD</i>	<i>LAST</i>	<i>FIRST</i>	<i>TERM</i>	<i>EXPIRES</i>
<u>Board of Assessors</u>	Arakelian	Paulette	3	2014
	Marchetti	Ronald	3	2016
	Saball	Joseph	3	2015
<u>Board of Health</u>	Howlett, Jr.	Joseph	3	2016
	Farrar, Jr.	Donald	3	2014
	Esielionis	Jacqueline	3	2015
<u>Constable</u>	Keady	Keith	3	2016
	Mickel	James	3	2014
	Wilson	Paul	3	2015
<u>Library Trustee</u>	Stanislaw	Judy	3	2014
	Lyon	Kathryn	3	2016
	Quinty	Elizabeth	3	2016
	Smith	Dwight	3	2015
	Korhonen	Heidi	3	2015
	West	Elizabeth	3	2014
<u>Moderator</u>	Knittel	George	3	2014
<u>Planning Board</u>	Synder	Susan	5	2015
	Greeno	Johnathan	5	2017
	Carroll	William	5	2016
	Bresnahan	John T.	5	2014
<u>Planning Board Associate</u>	Thurston	Roderick	2	2015
<u>Recreation Commission</u>	Cournouer	Linda	3	2014
	Howard	James	3	2016
	Begun	Keith	3	2014
<u>Regional School District Committee</u>	Reischutz	Joyce	3	2014
<u>Selectmen</u>	Prescott	Robert	3	2014
	Dumont	Kendra	3	2015
	Swain	David	3	2016
<u>Sewer Commissioner</u>	Schaff	James	3	2014
	Schuler	Robert	3	2015
<u>Tax Collector</u>	Haase	Holly	3	2016
<u>Town Clerk</u>	McDougall	Amy	3	2016
<u>Trustee War Memorial Non-Vet (2)</u>	Smith	Harold	1	2014
<u>Trustee War Memorial-Veteran (3)</u>	Kaczenas	Peter	3	2015
	Perry	Robert	2	2014

APPOINTMENTS

Appointment	First Name	Last Name	Term	Expiration
Accountant, Assistant	Nicole	Hunt	1	6/30/2014
Accountant	Bobbi Jo	Colburn	3	6/30/2016
Advisory Board to Board of Health (Recycling)	Michael	Labbe	1	6/30/2014
Advisory Board to Board of Health (Recycling)	A Dawn	McCall	1	6/30/2014
Advisory Board to Board of Health (Recycling)	Torres	Pamela	1	6/30/2014
Ambulance	Adam	Bean	1	6/30/2014
Ambulance	Matthew	Callahan	1	6/30/2014
Ambulance	Donald	Denning	1	6/30/2014
Ambulance Director	Dwight	Detillion	1	6/30/2014
Ambulance	Andrew	Devoll	1	6/30/2014
Ambulance	Roy	Ellis	1	6/30/2014
Ambulance	Kellie	Favreau	1	6/30/2014
Ambulance	Kimberly	Henry	1	6/30/2014
Ambulance	Steven	Henry	1	6/30/2014
Ambulance	Brandon	O'Connor	1	6/30/2014
Ambulance	Jennifer	Postras	1	6/30/2014
Ambulance	William	Postras	1	6/30/2014
Ambulance	Derek	Ranno	1	6/30/2014
Ambulance	Mark	Richard	1	6/30/2014
Ambulance	Cody	Roberts-Mahoney	1	6/30/2014
Ambulance	Nicole	Stantley	1	6/30/2014
Ambulance	Ashleigh	Stanton	1	6/30/2014

Appointment	First Name	Last Name	Term	Expiration
Ambulance	Aaron	Wernick	1	6/30/2014
Ambulance-EMT	Donald	Denning	1	6/30/2014
Ambulance-EMT	Andrew	Devoll	1	6/30/2014
Ambulance-EMT	Elizabeth	Malone	1	6/30/2014
Ambulance-EMT-Full Time	Troy	Cooley	1	6/30/2014
Ambulance-EMT-Full Time	Joseph	Hawthorn	1	6/30/2014
Ambulance-EMT-1	Al	Deshler	1	6/30/2014
Ambulance-EMT-1	Adam	Ouelette	1	6/30/2014
Animal Control Officer	Earl	Hamel	1	6/30/2014
Benjamin Hill Park	Rhonda	Billings	2	6/30/2015
Benjamin Hill Park	Andy	Deveau	2	6/30/2015
Benjamin Hill Park	Donald	Farrar	2	6/30/2015
Benjamin Hill Park	Neil	Guthrie	3	6/30/2016
Benjamin Hill Park	Brian	Callahan	3	6/30/2015
Benjamin Hill Park	John	Rounds	3	6/30/2016
Benjamin Hill Park	Sylvia	Shipton	2	6/30/2015
Board of Registrars-Member	James	Yocum	3	6/30/2017
Board of Registrars-Member	Robert	Huxley	3	6/30/2015
Board of Registrars-Member	Thomas	Sefranek	1	6/30/2014
Board of Registrars-Republican	Carolyn	Tohline	2	6/30/2016
Board of Selectmen – Executive Asst.	Kathleen	Rocco	3	6/30/2015
Building Commissioner	Gary	Rhodes	1	6/30/2014
Cemetery	Raymond	Farrar	3	6/30/2015
Cemetery	Sandra	Marcinkewicz	1	6/30/2014

Appointment	First Name	Last Name	Term	Expiration
Cemetery	Frances	Gray	3	6/30/2014
Cemetery	Paul	Thompson	3	6/30/2014
Center Town Hall	Holly	Haase	3	6/30/2015
Center Town Hall	Henry	Hoeckert	1	6/30/2014
Center Town Hall	Linda	Malone	1	6/30/2014
Center Town Hall	Jodie	Rachman	3	6/30/2015
Center Town Hall	Katy	Schraven	2	6/30/2015
Center Town Hall	Mary	Sullivan	3	6/30/2015
Center Town Hall	David	Swain	2	6/30/2015
Conservation –Agent	Nadia	Madden	1	6/30/2014
Conservation - Associate	Sherilyn	Bean	3	6/30/2014
Conservation - Associate	Margaret	Cronin Wilson	3	6/30/2016
Conservation - Associate	Heidi	Ricci	3	6/30/2016
Conservation - Member	Nancy	Askin	3	6/30/2015
Conservation – Member	David	Bortell	3	6/30/2014
Conservation – Member	Rita	Bortell	3	6/30/2015
Conservation – Member	Robert	Burkhardt	3	6/30/2015
Conservation – Member	Michael	Lance	3	6/30/2016
Conservation – Member	Ann	Brady	3	6/30/2016
Council on Aging-Director	Kathryn	Becker	1	6/30/2014
Council on Aging-Member	Al	Chevette	3	6/30/2014
Council on Aging-Member	Ronald	Deyo	3	6/30/2014
Council on Aging-Member	Joyce	Patton	2	6/30/2015
Council on Aging-Member	Don	Parkert	3	6/30/2016

Appointment	First Name	Last Name	Term	Expiration
Council on Aging-Member	Martin	Pender	3	6/30/2016
Council on Aging-Member	Nancy	Siedliski	3	6/30/2015
Council on Aging-Member	Harold	Smith	3	6/30/2014
Council on Aging-Member	Marcia	Sullivan	3	6/30/2014
Cultural Council	Susan	Dean	3	6/30/2014
Cultural Council	Ellen	Doiron	3	6/30/2016
Cultural Council	Holly	Haase	3	6/30/2016
Cultural Council	Doris	Huxley	3	6/30/2016
Cultural Council	Victoria	Landry	3	6/30/2014
Cultural Council	Amy	McDougall	3	6/30/2016
Cultural Council	Kathleen	Rocco	3	6/30/2016
Devens North Post Project	Heidi	Ricci	1	6/30/2014
Devens North Post Project	John	Rounds	1	6/30/2014
Devens Open Space & Recreation Advisory	Natalie	Delorey	1	6/30/2014
Devens Open Space & Recreation Advisory	Heidi	Ricci	1	6/30/2014
Dispatcher – Part time	Adam	Bean	1	6/30/2014
Dispatcher - Part time	John	Burgoyne	1	6/30/2014
Dispatcher - Part time	James	Flanders	1	6/30/2014
Dispatcher - Part time	Angela	Frost	1	6/30/2014
Dispatcher - Part Time	John	Gorini	1	6/30/2014
Dispatcher - Part Time	Douglas	Landry	1	6/30/2014
Dispatcher - Part Time	Robert	Moody	1	6/30/2014
Dispatcher - Part Time	Cody	Roberts	1	6/30/2014
Dispatcher - Part Time	Christopher	Shea	1	6/30/2014

Appointment	First Name	Last Name	Term	Expiration
Dispatcher - Part Time	Elaine	Strout-Clements	1	6/30/2014
Dispatcher – Full time	Brian	Fedderson	1	6/30/2014
Dispatcher – Full time	Katie	Hawthorne	1	6/30/2014
Dispatcher –Full Time	Francis	Ortiz	1	6/30/2014
Dispatcher –Full Time	Paul	Topolski	1	6/30/2014
Dispatcher –Full Time	Robert	Wilmont	1	6/30/2014
Dog Officer-Head	Earl	Hamel	1	6/30/2014
E911 Coordinator	Katie	Hawthorne	1	6/30/2014
Economic Development	Robert	Prescott	1	6/30/2014
Economic Development	Jacqueline	Esielionis	1	6/30/2014
Economic Development	David	Gloski	1	6/30/2014
Economic Development	Ernest	Hyde	1	6/30/2014
Economic Development	Bryan	Dumont	1	6/30/2014
Economic Development	Robert	Marchetti	1	6/30/2014
Election Clerk	Sandra	Wixom	1	6/30/2014
Election Worker – Deputy	Rachel	Sizer	1	6/30/2014
Election Worker – Democrat	Linda	Cournoyer	1	6/30/2014
Election Worker- Democrat	Marie	Elwyn	1	6/30/2014
Election Worker – Democrat	Barabra	Eubanks	1	6/30/2014
Election Worker- Democrat	Francis	Gray	1	6/30/2014
Election Worker – Democrat	Dolores	Guercio	1	6/30/2014
Election Worker – Democrat	Shirley	Lanteigne	1	6/30/2014
Election Worker – Democrat	Marjorie	Marcinkewicz	1	6/30/2014
Election Worker- Democrat	Polly	McGrath	1	6/30/2014

Appointment	First Name	Last Name	Term	Expiration
Election Worker - Democrat	Charline	Oelfke	1	6/30/2014
Election Worker – Democrat	John	Oelfke	1	6/30/2014
Election Worker- Democrat	William	Oelfke	1	6/30/2014
Election Worker - Democrat	John	Rounds	1	6/30/2014
Election Worker - Democrat	Rachel	Sizer	1	6/30/2014
Election Worker – Democrat	Alamanda	Smith	1	6/30/2014
Election Worker – Democrat	James	Yocum	1	6/30/2014
Election Clerk – Deputy Warden	Carl	Ablett	1	6/30/2014
Election Worker – Republican	Brownell	Linda	1	6/30/2014
Election Worker - Republican	Charles	Green	1	6/30/2014
Election Worker - Republican	Jarrod	Haase	1	6/30/2014
Election Worker - Republican	Matthew	Korhonen	1	6/30/2014
Election Worker - Republican	Lucille	Lindley	1	6/30/2014
Election Worker - Republican	Barabara	Masiero	1	6/30/2014
Election Worker - Republican	Dan	Rau	1	6/30/2014
Election Worker – Republican	Jean	Schubert	1	6/30/2014
Election Worker – Republican	Judy	Stanialaw	1	6/30/2014
Election Worker - Republican	Sylvia	Shipton	1	6/30/2014
Election Worker – Unenrolled	Baxter	Ward	1	6/30/2014
Election Worker - Unenrolled	Patricia	Beaushene	1	6/30/2014
Election Worker - Unenrolled	William	Beaushane	1	6/30/2014
Election Worker - Unenrolled	Linda	Blackwell	1	6/30/2014
Election Worker - Unenrolled	Mary	Cooper	1	6/30/2014
Election Worker - Unenrolled	Frank	Esielionis	1	6/30/2014

Appointment	First Name	Last Name	Term	Expiration
Election Worker - Unenrolled	Jacqueline	Esielionis	1	6/30/2014
Election Worker – Unenrolled	Elizabeth	Flagg	1	6/30/2014
Election Worker - Unenrolled	Michael	Labbe	1	6/30/2014
Election Worker - Unenrolled	Athanace	Landry	1	6/30/2014
Election Worker - Unenrolled	Thaddee	Landry	1	6/30/2014
Election Worker - Unenrolled	Jeanine	Litterine	1	6/30/2014
Election Worker - Unenrolled	Patricia	MacDonald	1	6/30/2014
Election Worker - Unenrolled	Meredith	Marcinkewicz	1	6/30/2014
Election Worker - Unenrolled	Edward	Marshall	1	6/30/2014
Election Worker - Unenrolled	Andrea Dawn	McCall	1	6/30/2014
Election Worker - Unenrolled	Jane	Murray	1	6/30/2014
Election Worker - Unenrolled	Douglas	Perry	1	6/30/2014
Election Worker - Unenrolled	Paul	Przybyla	1	6/30/2014
Election Worker – Unenrolled	Elaine	Quinty	1	6/30/2014
Election Worker - Unenrolled	Theresa	Richards	1	6/30/2014
Election Worker - Unenrolled	James	Thibault	1	6/30/2014
Election Worker - Unenrolled	Ann	Towne	1	6/30/2014
Election Worker - Unenrolled	Adele	Turnbull	1	6/30/2014
Election Worker – Unenrolled-Warden	John	Tohline	1	6/30/2014
Emergency Management Director	Dennis	Levesque	1	6/30/2014
Energy Committee-Member	Andy	Deveau	1	6/30/2014
Energy Committee-Member	Bryan	Dumont	1	6/30/2014
Energy Committee-Member	Frank	Esielionis	1	6/30/2014
Energy Committee-Member	Kevin	Johnston	1	6/30/2014

Appointment	First Name	Last Name	Term	Expiration
Energy Committee-Member	Ann	Towne	1	6/30/2014
Historical/Historic District	John	Hillier	3	6/30/2014
Historical/Historic District	Peter	Kidd	2	6/30/2014
Historical/Historic District	Paul	Przybyla	3	6/30/2014
Historical/Historic District	Jodie	Rachman	3	6/30/2016
Historical/Historic District	Donald	Reed	1	6/30/2014
Honor Roll Planning	Dwight	Detillion	1	6/30/2014
Honor Roll Planning	David	Esielionis	1	6/30/2014
Honor Roll Planning	George	Lambert	1	6/30/2014
Household Hazardous Waste Comm.	Jacqueline	Esielionis	1	6/30/2014
Household Hazardous Waste Comm.	Donald	Farrar	1	6/30/2014
Insurance Advisory	Sally	Carlson	1	6/30/2014
Insurance Advisory	Kathleen	Rocco	1	6/30/2014
Local Inspector	Donald	Farrar	1	6/30/2014
MART Advisory	Richard	Hatch	1	6/30/2014
MCI Community Relations	Robert	Prescott	1	6/30/2014
MCI Community Relations	Kendra	Dumont	1	6/30/2014
MCI Community Relations	Richard	Hatch	1	6/30/2014
MCI Community Relations	Dennis	Levesque	1	6/30/2014
MCI Community Relations	Meredith	Marcinkewicz	1	6/30/2014
MCI Community Relations	J. Gregory	Massak	1	6/30/2014
MCI Community Relations	Sylvia	Shipton	1	6/30/2014
MCI Community Relations	David	Swain	1	6/30/2014
MCI Community Relations	James	Thibault	1	6/30/2014

Appointment	First Name	Last Name	Term	Expiration
Meals on Wheels/MART Bus Program – Part Time Coordinator Disp.	Aida	Dombrowski	1	6/30/2014
Meals on Wheels/MART Bus Program – Part Time Disp.	Olga	Pender	1	6/30/2014
Meals on Wheels/MART Bus Program – Full Time	Douglas	Perry	1	6/30/2014
Meals on Wheels/MART Bus Program – Full Time	Robert	Perry	1	6/30/2014
Personnel	Bobbi Jo	Colburn	3	6/30/2015
Personnel	Holly	Haase	2	6/30/2014
Personnel	Susan	Hartman	3	6/30/2016
Personnel	Paul	Przybyla	3	6/30/2016
Plumbing/Gas Inspector Alternate	John	Bigelow	1	6/30/2014
Plumbing/Gas Inspector	Robert	Friedrichs	1	6/30/2014
Police Chief- Full Time	J. Gregory	Massak	3	6/30/2014
Police – Sergeant	Alfreda	Cromwell	1	6/30/2014
Police - Sergeant	Samuel	Santiago	1	6/30/2014
Police – Sergeant	Peter	Violette	3	6/30/2015
Police-Officer	Jason	Strniste	1	6/30/2014
Police Matron	Elaine	Clements	1	6/30/2014
Police Matron	Richard	Clements	1	6/30/2014
Police Matron	Katie	Hawthorne	1	6/30/2014
Police Patrolman	Brandon	Bruin	1	6/30/2014
Police Patrolman	Craig	LaPrade	3	6/30/2014
Police Patrolman	Everett	Moody	3	6/30/2014
Police Screening	Enrico	Cappucci	1	6/30/2014

Appointment	First Name	Last Name	Term	Expiration
Police Screening	Edmund	Derosier	1	6/30/2014
Police Screening	Kendra	Dumont	1	6/30/2014
Police Screening	Thaddee	Landry	1	6/30/2014
Police Screening	J. Gregory	Massak	1	6/30/2014
Police Screening	Sylvia	Shipton	1	6/30/2014
Police Screening	James	Thibault	1	6/30/2014
Police Screening	Peter	Violette	1	6/30/2014
Public Works Jr. Laborer (Seasonal)	Lee	Farrar	1	6/30/2014
Public Works Jr. Laborer (Seasonal)	Steven	Holbein	1	6/30/2014
Public Works Administrative Assistant	Pamela	Callahan	1	6/30/2014
Public Works-Part Time	Michael	Hampson	1	6/30/2014
Public Works-Part Time	Robert	Perry	1	6/30/2014
Recreational Fields	Keith	Begun	1	6/30/2014
Recreational Fields	Sue	D'Amico	1	6/30/2014
Recreational Fields	Mark	Pinard	1	6/30/2014
Recreational Fields	Terry	Cooper	1	6/30/2014
RFP Solar Evaluation	Andy	Deveau	1	6/30/2014
RFP Solar Evaluation	Bryan	Dumont	1	6/30/2014
RFP Solar Evaluation	Frank	Esielionis	1	6/30/2014
RFP Solar Evaluation	Kevin	Johnston	1	6/30/2014
RFP Solar Evaluation	Ann	Towne	1	6/30/2014
Right To Know Coordinator	Dennis	Levesque	1	6/30/2014
Sealer of Weights & Measures	Eric	Aaltonen	1	6/30/2014
Sewer-Member	Donald	Farrar	3	6/30/2014

Appointment	First Name	Last Name	Term	Expiration
Sewer-Member	Leonardo	Guercio	3	6/30/2016
Sewer-Member	Melissa	Fetterhoff	3	6/30/2015
Special Police Officers-Lunenburg	Robert	Ayles	1	6/30/2014
Special Police Officers-Lunenburg	Patrick	Barney	1	6/30/2014
Special Police Officers-Lunenburg	Alphonse	Baron	1	6/30/2014
Special Police Officers-Lunenburg	Daniel	Bourgeois	1	6/30/2014
Special Police Officers-Lunenburg	Jonathan	Broc	1	6/30/2014
Special Police Officers-Lunenburg	Linda	Carrier	1	6/30/2014
Special Police Officers-Lunenburg	Michael	Connors	1	6/30/2014
Special Police Officers-Lunenburg	Sean	Connery	1	6/30/2014
Special Police Officers-Lunenburg	Charles	Deming	1	6/30/2014
Special Police Officers-Lunenburg	Robert	DiConza	1	6/30/2014
Special Police Officers-Lunenburg	Thomas	Gammel	1	6/30/2014
Special Police Officers-Lunenburg	Walter	Godfrey	1	6/30/2014
Special Police Officers-Lunenburg	Ernest	Gould	1	6/30/2014
Special Police Officers-Lunenburg	Paul	Grunditz	1	6/30/2014
Special Police Officers-Lunenburg	Jack	Hebert	1	6/30/2014
Special Police Officers-Lunenburg	Lisa	Larkin	1	6/30/2014
Special Police Officers-Lunenburg	Donald	Letarte	1	6/30/2014
Special Police Officers-Lunenburg	Michael	Luth	1	6/30/2014
Special Police Officers-Lunenburg	James	Marino	1	6/30/2014
Special Police Officers-Lunenburg	Joshua	Mathieu	1	6/30/2014
Special Police Officers-Lunenburg	Jason	Postras	1	6/30/2014
Special Police Officers-Lunenburg	Jeffrey	Thibodeau	1	6/30/2014

Appointment	First Name	Last Name	Term	Expiration
Special Police Officers-Lunenburg	Joshua	Tocci	1`	6/30/2014
Special Police Officers-Ayer-Officer	Robert	Soultanian	1	6/30/2014
Special Police Officers-Ayer-Officer	James	Wilson	1	6/30/2014
Special Police Officers-Ayer-PTL	Eric	Pearson	1	6/30/2014
Special Police Officer-Ayer	Kellie	Barhight	1	6/30/2014
Special Police Officer-Ayer	Jennifer	Bigelow	1	6/30/2014
Special Police Officer-Ayer	Matthew	Callahan	1	6/30/2014
Special Police Officer-Ayer	Austin	Cote	1	6/30/2014
Special Police Officer-Ayer	Todd	Crumpton	1	6/30/2014
Special Police Officer-Ayer	Brian	Cunningham	1	6/30/2014
Special Police Officer-Ayer	Michael	Edmonds	1	6/30/2014
Special Police Officer-Ayer	George	Fichter	1	6/30/2014
Special Police Officer-Ayer	Robert	Finn	1	6/30/2014
Special Police Officer-Ayer	Brian	Gill	1	6/30/2014
Special Police Officer-Ayer	Matthew	Harty	1	6/30/2014
Special Police Officer-Ayer	Richard	Krasinskas	1	6/30/2014
Special Police Officer-Ayer	Andrew	Kularski	1	6/30/2014
Special Police Officer-Ayer	John	MacDonald	1	6/30/2014
Special Police Officer-Ayer	William	Murray	1	6/30/2014
Special Police Officer-Ayer	Edward	Nelson	1	6/30/2014
Special Police Officer-Ayer	Eric	Pearson	1	6/30/2014
Special Police Officer-Ayer	Matthew	Power	1	6/30/2014
Special Police Officers-Groton	Nicholas	Beltz	1	6/30/2014
Special Police Officers-Groton	Robert	Breault	1	6/30/2014

Appointment	First Name	Last Name	Term	Expiration
Special Police Officers-Groton	Peter	Breslin	1	6/30/2014
Special Police Officers-Groton	Edward	Bushnoe	1	6/30/2014
Special Police Officers-Groton	Gordon	Candow	1	6/30/2014
Special Police Officers-Groton	Paul	Connell	1	6/30/2014
Special Police Officers-Groton	Omar	Connor	1	6/30/2014
Special Police Officers-Groton	Ryan	Coyle	1	6/30/2014
Special Police Officers-Groton	James	Cullen	1	6/30/2014
Special Police Officers-Groton	Bethany	Evans	1	6/30/2014
Special Police Officers-Groton	Derrick	Gemos	1	6/30/2014
Special Police Officers-Groton	Jason	Goodwin	1	6/30/2014
Special Police Officers-Groton	Kevin	Henehan	1	6/30/2014
Special Police Officers-Groton	Michael	Lynn	1	6/30/2014
Special Police Officers-Groton	Stephen	McAndrew	1	6/30/2014
Special Police Officers-Groton	Rachael	Mead	1	6/30/2014
Special Police Officers-Groton	Donald	Palma	1	6/30/2014
Special Police Officers-Groton	Irmin	Pierce	1	6/30/2014
Special Police Officers-Groton	Rachael	Robinson	1	6/30/2014
Special Police Officers-Groton	Dale	Rose	1	6/30/2014
Special Police Officers-Groton	Victor	Sawyer	1	6/30/2014
Special Police Officers-Groton	Edward	Sheridan	1	6/30/2014
Special Police Officers-Groton	Gregory	Steward	1	6/30/2014
Special Police Officers-Groton	Patrick	Timmins	1	6/30/2014
Special Police Officers-Groton	Cory	Waite	1	6/30/2014
Special Police Officers-Lancaster	Robert	Ayles	1	6/30/2014

Appointment	First Name	Last Name	Term	Expiration
Special Police Officers-Lancaster	Patrick	Barney	1	6/30/2014
Special Police Officers-Lancaster	Alphonse	Baron	1	6/30/2014
Special Police Officers-Lancaster	Daniel	Bourgeois	1	6/30/2014
Special Police Officers-Lancaster	Jonathan	Broc	1	6/30/2014
Special Police Officers-Lancaster	Linda	Carrier	1	6/30/2014
Special Police Officers-Lancaster	Michael	Connors	1	6/30/2014
Special Police Officers-Lancaster	Sean	Connery	1	6/30/2014
Special Police Officers-Lancaster	Charles	Deming	1	6/30/2014
Special Police Officers-Lancaster	Robert	DiConza	1	6/30/2014
Special Police Officers-Lancaster	Thomas	Gammel	1	6/30/2014
Special Police Officers-Lancaster	Walter	Godfrey	1	6/30/2014
Special Police Officers-Lancaster	Daniel	Gould	1	6/30/2014
Special Police Officers-Lancaster	Paul	Grunditz	1	6/30/2014
Special Police Officers-Lancaster	Jack	Hebert	1	6/30/2014
Special Police Officers-Lancaster	Lisa	Larkin	1	6/30/2014
Special Police Officers-Lancaster	Donald	Letarte	1	6/30/2014
Special Police Officers-Lancaster	Michael	Luth	1	6/30/2014
Special Police Officers-Lancaster	James	Marino	1	6/30/2014
Special Police Officers-Lancaster	Joshua	Mathieu	1	6/30/2014
Special Police Officers-Lancaster	Jason	Poitras	1	6/30/2014
Special Police Officers-Lancaster	Jeffrey	Thibodeau	1	6/30/2014
Special Police Officers-Lancaster	Joshua	Tocci	1	6/30/2014
Special Police Officers-Lancaster	Sean	Zrate	1	6/30/2014
Special Police Officers-Littleton	Mark	Bielecki	1	6/30/2014

Appointment	First Name	Last Name	Term	Expiration
Special Police Officers-Littleton	Lisa	Bonney	1	6/30/2014
Special Police Officers-Littleton	Edmond	Bussiere	1	6/30/2014
Special Police Officers-Littleton	Brian	Casey	1	6/30/2014
Special Police Officers-Littleton	Michael	Crory	1	6/30/2014
Special Police Officers-Littleton	Pablo	Fernandez	1	6/30/2014
Special Police Officers-Littleton	John	Janakos	1	6/30/2014
Special Police Officers-Littleton	John	Kelly	1	6/30/2014
Special Police Officers-Littleton	Matthew	King	1	6/30/2014
Special Police Officers-Littleton	David	Leslie	1	6/30/2014
Special Police Officers-Littleton	John	Murphy	1	6/30/2014
Special Police Officers-Littleton	Patrick	O'Donoghue	1	6/30/2014
Special Police Officers-Littleton	Jeffrey	Patterson	1	6/30/2014
Special Police Officers-Littleton	Matthew	Pinard	1	6/30/2014
Special Police Officers-Littleton	Robert	Raffaello	1	6/30/2014
Special Police Officers-Littleton	Robert	Romilly	1	6/30/2014
Special Police Officers-Littleton	Timothy	Schaeffer	1	6/30/2014
Special Police Officers-Littleton	Michael	Stander	1	6/30/2014
Special Police Officers-Townsend	Tony	Brennan	1	6/30/2014
Special Police Officers-Townsend	Austin	Cote	1	6/30/2014
Special Police Officers-Townsend	Cassandra	Ella	1	6/30/2014
Special Police Officers-Townsend	Mark	Francis	1	6/30/2014
Special Police Officers-Townsend	Mark	Giancotti	1	6/30/2014
Special Police Officers-Townsend	Randy	Girard	1	6/30/2014
Special Police Officers-Townsend	John	Johnson	1	6/30/2014

Appointment	First Name	Last Name	Term	Expiration
Special Police Officers-Townsend	James	Landi	1	6/30/2014
Special Police Officers-Townsend	James	Marchand	1	6/30/2014
Special Police Officers-Townsend	Michael	Marchand	1	6/30/2014
Special Police Officers-Townsend	Erving	Marshall	1	6/30/2014
Special Police Officers-Townsend	Cheryl	Mattson	1	6/30/2014
Special Police Officers-Townsend	Kimberly	Mattson	1	6/30/2014
Special Police Officers-Townsend	David	Phillips	1	6/30/2014
Special Police Officers-Townsend	David	Profit	1	6/30/2014
Special Police Officers-Townsend	Joseph	Quinn	1	6/30/2014
Special Police Officers-Townsend	George	Reidy	1	6/30/2014
Special Police Officers-Townsend	Thaddeus	Rochette	1	6/30/2014
Special Police Officers-Townsend	Christopher	Van Voorhis	1	6/30/2014
Treasurer	Kevin	Johnston	3	6/30/2015
Treasurer Assistant	Janet	Poitrass	1	6/30/2014
Veterans Agent	Dwight	Detillion	1	6/30/2014
Wiring Electrical Inspector-Assistant	Mark	Prokowiew	1	6/30/2014
Wiring Electrical Inspector	James	Thibault	1	6/30/2014
Zoning Board of Appeals-Clerk	Heather	Hampson	1	6/30/2014
Zoning Board of Appeals-Member	Sharon	Palinsky	5	6/30/2018
Zoning Board of Appeals-Member	James	Thibault	5	6/30/2018
Zoning Board of Appeals-Member	Rachel	Sizer	5	6/30/2014
Zoning Board of Appeals-Member	Charles	Green	3	6/30/2015
Zoning Board of Appeals-Member	Marcia	Kovner	4	6/30/2016
Zoning Board of Appeals-Associate	Kathy	Davis	4	6/30/2016

TOWN ACCOUNTANT

I am pleased to present the Town Accountant's report for fiscal year 2013 for the Town of Shirley.

Cash and receivables, including the Ambulance and Sewer Enterprise Funds, have been and continue to be reconciled on a monthly basis.

The following pages present some financial highlights of fiscal 2013. We have engaged the firm of Giusti, Hingston & Company, Certified Public Accountants, to conduct our fiscal 2013 audit and finalize our financial information for the year.

I would like to take this opportunity to thank Nicole Hunt, Assistant Accountant, for all of her hard, dedicated work this, and every, year.

If you have any questions, please do not hesitate to contact the Accounting office at (978)425-2600 ext. 225.

Respectfully submitted,

Bobbi Jo Colburn
Town Accountant

Town of Shirley
General Fund Budget vs. Actual Expenditures
Fiscal Year 2013

Dept	Department/Account Name	Appropriated	Rsv Fund/Surplus to Deficit Trf	Adjusted Budget	Expended	Bal Fwd to FY14 (Encumbered)	Under/(Over) Expended
114	MODERATOR						
	Expenses	150.00	0.00	150.00	150.00	0.00	0.00
	Total	150.00	0.00	150.00	150.00	0.00	0.00
122	SELECTMEN						
	Salaries, Elected Officials	300.00	0.00	300.00	300.00	0.00	0.00
	Salary, Appointed Executive Assistant	43,513.60	0.00	43,513.60	43,513.60	0.00	0.00
	Financial Audit	23,000.00	0.00	23,000.00	23,000.00	0.00	0.00
	Other Audit Services	500.00	0.00	500.00	0.00	0.00	500.00
	Legal Notices	1,000.00	0.00	1,000.00	727.78	35.00	237.22
	Expenses	2,270.00	0.00	2,270.00	1,772.22	357.00	140.78
	Total	70,583.60	0.00	70,583.60	69,313.60	392.00	878.00
124	PERSONNEL BOARD						
	Expenses	10,200.00	0.00	10,200.00	3,533.33	6,666.67	0.00
	Total	10,200.00	0.00	10,200.00	3,533.33	6,666.67	0.00
129	CHIEF ADMINISTRATIVE OFFICER						
	Salary, Appointed Position	95,365.22	(24,100.00)	71,265.22	71,250.27	0.00	14.95
	Expenses	500.00	0.00	500.00	49.00	0.00	451.00
	Total	95,865.22	(24,100.00)	71,765.22	71,299.27	0.00	465.95
131	FINANCE COMMITTEE						
	Annual Town Meeting Warrant	1,000.00	0.00	1,000.00	155.23	0.00	844.77
	Expenses	170.00	0.00	170.00	170.00	0.00	0.00
	Total	1,170.00	0.00	1,170.00	325.23	0.00	844.77
132	RESERVE FUND						
	Expenses	50,000.00	(50,000.00)	0.00	0.00	0.00	0.00
	Total	50,000.00	(50,000.00)	0.00	0.00	0.00	0.00
135	TOWN ACCOUNTANT						
	Salary, Appointed Position	56,553.20	0.00	56,553.20	56,553.20	0.00	0.00
	Wages Hourly, Appointed	38,076.00	0.00	38,076.00	38,076.00	0.00	0.00
	Expenses	3,000.00	0.00	3,000.00	1,397.26	0.00	1,602.74
	Total	97,629.20	0.00	97,629.20	96,026.46	0.00	1,602.74
141	ASSESSORS						
	Salaries, Elected Officials	300.00	0.00	300.00	278.21	0.00	21.79
	Salary, Appointed Principal Assessor	54,039.20	0.00	54,039.20	54,039.20	0.00	0.00
	Wages Hourly, Clerk	5,350.80	0.00	5,350.80	5,240.55	0.00	110.25
	Mapping Services	3,750.00	(275.00)	3,475.00	3,475.00	0.00	0.00
	Contract Services	25,825.00	0.00	25,825.00	25,825.00	0.00	0.00
	Expenses	4,000.00	275.00	4,275.00	4,243.65	0.00	31.35
Article	GIS Database-FY13 ATM Art 17	5,800.00	0.00	5,800.00	5,800.00	0.00	0.00
	Total	99,065.00	0.00	99,065.00	98,901.61	0.00	163.39
145	TREASURER						
	Salary, Appointed Position	56,528.80	0.00	56,528.80	56,528.80	0.00	0.00
	Wages Hourly, Appointed	36,009.62	0.00	36,009.62	36,009.62	0.00	0.00
	Tax Title/Foreclosure Expenses	10,000.00	0.00	10,000.00	4,308.65	0.00	5,691.35
	Expenses	4,500.00	0.00	4,500.00	3,477.39	0.00	1,022.61
	Total	107,038.42	0.00	107,038.42	100,324.46	0.00	6,713.96
146	TOWN COLLECTOR						
	Salary, Elected Position	57,553.60	0.00	57,553.60	57,553.60	0.00	0.00
	Wages Hourly, Appointed	23,770.73	0.00	23,770.73	23,769.86	0.00	0.87
	Tax Taking Expenses	4,400.00	0.00	4,400.00	4,400.00	0.00	0.00
	Expenses	15,363.00	0.00	15,363.00	13,373.82	0.00	1,989.18
	Total	101,087.33	0.00	101,087.33	99,097.28	0.00	1,990.05
151	LEGAL EXPENSE						
	Expenses	25,000.00	16,610.36	41,610.36	40,894.18	716.00	0.18
	Total	25,000.00	16,610.36	41,610.36	40,894.18	716.00	0.18

Town of Shirley
General Fund Budget vs. Actual Expenditures
Fiscal Year 2013

Dept	Department/Account Name	Appropriated	Rsv Fund/Surplus to Deficit Trf	Adjusted Budget	Expended	Bal Fwd to FY14 (Encumbered)	Under/(Over) Expended
155	COMPUTER OPERATIONS						
	Computer Technician - Town/Library	68,000.00	0.00	68,000.00	67,745.85	0.00	254.15
	Computer Operations Expense	60,966.00	0.00	60,966.00	35,113.18	3,907.00	21,945.82
	Equipment	7,000.00	0.00	7,000.00	1,949.98	0.00	5,050.02
	Total	135,966.00	0.00	135,966.00	104,809.01	3,907.00	27,249.99
159	OFFICE MACHINES						
	Expenses	7,508.00	0.00	7,508.00	6,321.18	0.00	1,186.82
	Total	7,508.00	0.00	7,508.00	6,321.18	0.00	1,186.82
161	TOWN CLERK						
	Salary, Elected Position	56,044.80	0.00	56,044.80	56,044.80	0.00	0.00
	Expenses	1,200.00	0.00	1,200.00	1,004.17	195.83	0.00
	Total	57,244.80	0.00	57,244.80	57,048.97	195.83	0.00
162	CONDUCT OF ELECTIONS						
	Wages, Hourly	3,500.00	2,241.30	5,741.30	5,741.30	0.00	0.00
	Expenses	4,650.00	4,095.47	8,745.47	7,917.61	0.00	827.86
	Total	8,150.00	6,336.77	14,486.77	13,658.91	0.00	827.86
171	CONSERVATION COMMISSION						
	Wages Hourly, Administrator	10,955.88	46.67	11,002.55	11,002.55	0.00	0.00
	Wages Hourly, Appointed Secretary	7,602.40	(46.67)	7,555.73	1,923.10	0.00	5,632.63
	Expenses	1,500.00	0.00	1,500.00	842.00	297.68	360.32
Article	Handicap Access/Trails/Prkg-FY98 ATM Art 19	596.39	0.00	596.39	0.00	596.39	0.00
Article	Update Open Space&Recr Plan-FY02 ATM Art 17	2,899.41	0.00	2,899.41	0.00	2,899.41	0.00
	Total	23,554.08	0.00	23,554.08	13,767.65	3,793.48	5,992.95
175	PLANNING BOARD						
	Wages Hourly, Appointed	17,905.60	0.00	17,905.60	17,189.00	0.00	716.60
	Expenses	1,000.00	0.00	1,000.00	656.73	231.20	112.07
	Total	18,905.60	0.00	18,905.60	17,845.73	231.20	828.67
176	ZONING BOARD OF APPEALS						
	Wages Hourly, Appointed Clerk	4,568.00	0.00	4,568.00	3,863.51	0.00	704.49
	Expenses	500.00	0.00	500.00	135.65	252.98	111.37
	Total	5,068.00	0.00	5,068.00	3,999.16	252.98	815.86
192	PUBLIC BUILDINGS						
	Expenses	85,929.00	0.00	85,929.00	68,923.40	1,753.50	15,252.10
	Town Pmt in Lieu of Betterment	93,851.18	0.00	93,851.18	92,746.35	0.00	1,104.83
	War Memorial Building Sewer Expense	3,000.00	0.00	3,000.00	2,981.00	0.00	19.00
	Total	182,780.18	0.00	182,780.18	164,650.75	1,753.50	16,375.93
211	POLICE DEPARTMENT						
	Appointed, Salary Chief	83,950.40	0.00	83,950.40	83,950.40	0.00	0.00
	Appointed, Salary Executive Secretary	46,599.20	0.00	46,599.20	46,599.20	0.00	0.00
	Wages Hourly, Custodian	7,055.60	0.00	7,055.60	7,052.96	0.00	2.64
	Salaries, Wages & Hourly (Union)	588,021.00	7,300.00	595,321.00	595,140.96	0.00	180.04
	Expenses	92,010.00	0.00	92,010.00	91,041.43	190.00	778.57
	Total	817,636.20	7,300.00	824,936.20	823,784.95	190.00	961.25
221	FIRE DEPARTMENT						
	Appointed, Salary Chief	70,748.40	0.00	70,748.40	70,748.40	0.00	0.00
	Wages Hourly, Full-Time	100,866.00	278.46	101,144.46	101,144.46	0.00	0.00
	Wages Hourly On-Call	30,000.00	(1,028.46)	28,971.54	22,545.51	0.00	6,426.03
	Expenses	44,125.00	750.00	44,875.00	44,787.36	67.75	19.89
	Total	245,739.40	0.00	245,739.40	239,225.73	67.75	6,445.92
241	BUILDING INSPECTOR						
	Appointed, Salary Inspector	49,260.40	0.00	49,260.40	49,260.40	0.00	0.00
	Wages Hourly, Office Manager	26,047.06	0.00	26,047.06	26,047.06	0.00	0.00
	Seal of Weights and Measures	1,500.00	0.00	1,500.00	1,500.00	0.00	0.00
	Salary, Part-time Building Inspector	500.00	200.00	700.00	700.00	0.00	0.00
	Expenses	1,000.00	(200.00)	800.00	706.61	0.00	93.39
	Total	78,307.46	0.00	78,307.46	78,214.07	0.00	93.39

Town of Shirley
General Fund Budget vs. Actual Expenditures
Fiscal Year 2013

Dept	Department/Account Name	Appropriated	Rsv Fund/Surplus to Deficit Trf	Adjusted Budget	Expended	Bal Fwd to FY14 (Encumbered)	Under/(Over) Expended
243	GAS/PLUMBING INSPECTOR						
	Salary, Appointed Position	10,364.12	0.00	10,364.12	10,364.12	0.00	0.00
	Expenses	500.00	0.00	500.00	150.00	0.00	350.00
	Total	10,864.12	0.00	10,864.12	10,514.12	0.00	350.00
245	WIRING INSPECTOR						
	Salary, Appointed Position	10,364.12	0.00	10,364.12	10,364.12	0.00	0.00
	Expenses	800.00	0.00	800.00	779.58	0.00	20.42
	Total	11,164.12	0.00	11,164.12	11,143.70	0.00	20.42
251	COMMUNICATION CENTER						
	Wages Hourly	176,486.00	0.00	176,486.00	153,503.12	0.00	22,982.88
	Expenses	8,794.00	0.00	8,794.00	8,358.10	207.00	228.90
	Total	185,280.00	0.00	185,280.00	161,861.22	207.00	23,211.78
292	DOG OFFICER						
	Salary, Appointed Position	7,077.20	0.00	7,077.20	7,077.20	0.00	0.00
	Total	7,077.20	0.00	7,077.20	7,077.20	0.00	0.00
321	NASHOBA VALLEY TECH. H.S.						
	Expenses	708,721.00	0.00	708,721.00	708,721.00	0.00	0.00
	Total	708,721.00	0.00	708,721.00	708,721.00	0.00	0.00
331	AYER SHIRLEY REGIONAL SCHOOL DISTRICT						
	Regional School Assessment	4,950,000.00	0.00	4,950,000.00	4,950,000.00	0.00	0.00
	Total	4,950,000.00	0.00	4,950,000.00	4,950,000.00	0.00	0.00
422	DEPARTMENT OF PUBLIC WORKS						
	Wages Hourly, Public Works Assistant	22,644.20	0.00	22,644.20	22,644.20	0.00	0.00
	Wages Hourly, Custodian	1,501.20	0.00	1,501.20	1,077.12	0.00	424.08
	Wages Hourly (Union)	160,024.00	(119.35)	159,904.65	158,332.74	0.00	1,571.91
	Wages Hourly (Union Overtime)	2,000.00	119.35	2,119.35	2,119.35	0.00	0.00
	Expenses	50,399.00	(5,000.00)	45,399.00	42,851.67	1,817.43	729.90
	Total	236,568.40	(5,000.00)	231,568.40	227,025.08	1,817.43	2,725.89
423	SNOW & ICE REMOVAL						
	Wages Hourly	19,889.68	0.00	19,889.68	19,889.68	0.00	0.00
	Overtime	24,610.32	814.55	25,424.87	25,424.87	0.00	0.00
	Expenses	64,500.00	34,384.45	98,884.45	98,883.98	0.00	0.47
	Total	109,000.00	35,199.00	144,199.00	144,198.53	0.00	0.47
424	STREET LIGHTS						
	Expenses	25,000.00	0.00	25,000.00	22,056.86	0.00	2,943.14
	Total	25,000.00	0.00	25,000.00	22,056.86	0.00	2,943.14
426	ROAD & GROUNDS MAINTENANCE						
	Expenses	33,000.00	0.00	33,000.00	21,280.53	1,351.55	10,367.92
Article	Harvard Road Drainage Repair-FY13 STM Art 6	15,000.00	0.00	15,000.00	3,039.00	11,961.00	0.00
Article	Main St Bridge Repair-FY09 ATM Art 12a	100,000.00	0.00	100,000.00	0.00	100,000.00	0.00
	Total	148,000.00	0.00	148,000.00	24,319.53	113,312.55	10,367.92
433	B.O.H./TRASH COLLECTION						
	Trash Collection/Recycling	50,000.00	0.00	50,000.00	50,000.00	0.00	0.00
	Total	50,000.00	0.00	50,000.00	50,000.00	0.00	0.00
491	CEMETERIES						
	Wages Hourly	7,200.00	0.00	7,200.00	7,188.63	0.00	11.37
	Expenses	6,300.00	0.00	6,300.00	5,660.00	640.00	0.00
	Total	13,500.00	0.00	13,500.00	12,848.63	640.00	11.37
492	BOARD OF HEALTH/LANDFILL						
	Expenses	1,250.00	0.00	1,250.00	750.00	0.00	500.00
	Monitoring/Testing	8,380.00	0.00	8,380.00	8,255.00	0.00	125.00
	Total	9,630.00	0.00	9,630.00	9,005.00	0.00	625.00

Town of Shirley
General Fund Budget vs. Actual Expenditures
Fiscal Year 2013

Dept	Department/Account Name	Appropriated	Rsv Fund/Surplus to Deficit Trf	Adjusted Budget	Expended	Bal Fwd to FY14 (Encumbered)	Under/(Over) Expended
511	BOARD OF HEALTH						
	Wages Hourly, Office Manager	14,025.34	0.00	14,025.34	14,025.34	0.00	0.00
	Expenses	500.00	0.00	500.00	200.30	0.00	299.70
	Total	14,525.34	0.00	14,525.34	14,225.64	0.00	299.70
512	BOARD OF HEALTH/RECYCLING						
	Wages Hourly	5,000.00	0.00	5,000.00	4,698.68	0.00	301.32
	Expenses	7,245.94	0.00	7,245.94	6,421.61	0.00	824.33
	Total	12,245.94	0.00	12,245.94	11,120.29	0.00	1,125.65
514	NASHOBA BOARD OF HEALTH						
	Expenses, Health Services	12,342.73	0.00	12,342.73	12,342.43	0.00	0.30
	Expenses, Home Care Services	5,525.33	0.00	5,525.33	5,525.32	0.00	0.01
	Total	17,868.06	0.00	17,868.06	17,867.75	0.00	0.31
541	COUNCIL ON AGING						
	Wages Hourly, Director	25,468.76	(67.18)	25,401.58	24,402.66	0.00	998.92
	Expenses	17,030.00	717.18	17,747.18	17,747.18	0.00	0.00
	Meals on Wheels Expenses	1,500.00	(650.00)	850.00	801.75	0.00	48.25
	Total	43,998.76	0.00	43,998.76	42,951.59	0.00	1,047.17
543	VETERANS						
	Salary, Appointed Position	6,296.16	0.00	6,296.16	6,296.16	0.00	0.00
	Expenses	550.00	0.00	550.00	496.28	0.00	53.72
	Benefits	26,000.00	38,253.05	64,253.05	64,253.05	0.00	0.00
	Total	32,846.16	38,253.05	71,099.21	71,045.49	0.00	53.72
611	LIBRARY						
	Salary, Appointed Director	47,921.80	0.00	47,921.80	47,921.75	0.00	0.05
	Wages Hourly	91,153.59	0.00	91,153.59	91,022.20	0.00	131.39
	Expenses	61,129.60	0.00	61,129.60	61,126.79	0.00	2.81
	Total	200,204.99	0.00	200,204.99	200,070.74	0.00	134.25
630	RECREATION						
	Wages Hourly	4,753.84	0.00	4,753.84	4,753.84	0.00	0.00
	Expenses	750.00	0.00	750.00	695.87	0.00	54.13
	Basketball Expense	3,600.00	0.00	3,600.00	3,515.35	0.00	84.65
	Soccer Expense	2,800.00	0.00	2,800.00	2,800.00	0.00	0.00
	Total	11,903.84	0.00	11,903.84	11,765.06	0.00	138.78
650	BENJAMIN HILL PARK COMMITTEE						
	Wages	4,000.00	0.00	4,000.00	4,000.00	0.00	0.00
	Expenses	2,000.00	0.00	2,000.00	2,000.00	0.00	0.00
	Total	6,000.00	0.00	6,000.00	6,000.00	0.00	0.00
692	MEMORIAL DAY						
	Expenses	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
	Total	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
711	GENERAL FUND DEBT SERVICE						
	Long Term Principal, Debt Not Excluded	500.00	0.00	500.00	500.00	0.00	0.00
	Long Term Interest, Debt Not Excluded	283.25	0.00	283.25	283.25	0.00	0.00
	Long Term Principal, Debt Excl 6/28/11	242,705.00	0.00	242,705.00	242,705.00	0.00	0.00
	Long Term Interest, Debt Excl 6/28/11	54,259.28	0.00	54,259.28	54,258.65	0.00	0.63
	Short Term Interest, Debt Not Excluded	523.07	2,341.00	2,864.07	2,863.32	0.00	0.75
	Short Term Interest, Debt Excl 6/28/11	106,016.02	0.00	106,016.02	106,016.02	0.00	0.00
	School Bldg Principal Debt Excl	197,500.00	0.00	197,500.00	197,500.00	0.00	0.00
	School Bldg Interest Debt Excl	111,462.00	0.00	111,462.00	111,461.95	0.00	0.05
	Library Principal Debt Exclusion	50,151.00	0.00	50,151.00	50,151.00	0.00	0.00
	Library Interest Debt Exclusion	5,719.00	0.00	5,719.00	5,718.87	0.00	0.13
	Total	769,118.62	2,341.00	771,459.62	771,458.06	0.00	1.56
712	DEBT ISSUE COST						
	Expense	2,000.00	0.00	2,000.00	2,000.00	0.00	0.00
	Total	2,000.00	0.00	2,000.00	2,000.00	0.00	0.00

Town of Shirley
General Fund Budget vs. Actual Expenditures
Fiscal Year 2013

Dept	Department/Account Name	Appropriated	Rsv Fund/Surplus to Deficit Trf	Adjusted Budget	Expended	Bal Fwd to FY14 (Encumbered)	Under/(Over) Expended
840	MONTACHUSETT REG. PLAN.						
	Assessment	1,696.00	0.00	1,696.00	1,696.00	0.00	0.00
	Total	1,696.00	0.00	1,696.00	1,696.00	0.00	0.00
911	MIDDLESEX CO RETIREMENT						
	Assessment	592,323.00	0.00	592,323.00	592,323.00	0.00	0.00
	Total	592,323.00	0.00	592,323.00	592,323.00	0.00	0.00
913	UNEMPLOYMENT INSURANCE						
	Expenses	5,000.00	(4,500.00)	500.00	0.00	0.00	500.00
	Contract Services	1,400.00	0.00	1,400.00	1,360.00	0.00	40.00
	Total	6,400.00	(4,500.00)	1,900.00	1,360.00	0.00	540.00
914	GROUP HEALTH/LIFE INSURANCE						
	Expenses	653,195.00	(14,440.18)	638,754.82	583,569.10	0.00	55,185.72
	Actuary Study	0.00	0.00	0.00	0.00	0.00	0.00
	Total	653,195.00	(14,440.18)	638,754.82	583,569.10	0.00	55,185.72
916	MEDICARE						
	General Expenses	35,763.00	0.00	35,763.00	30,351.22	0.00	5,411.78
	Senior Work off Program Expenses	435.00	0.00	435.00	314.07	0.00	120.93
	Total	36,198.00	0.00	36,198.00	30,665.29	0.00	5,532.71
945	GENERAL INSURANCE						
	Expenses	150,000.00	(8,000.00)	142,000.00	134,624.41	0.00	7,375.59
	Total	150,000.00	(8,000.00)	142,000.00	134,624.41	0.00	7,375.59
999	Salary Increases						
	Expenses	6,520.99	0.00	6,520.99	0.00	0.00	6,520.99
	Total	6,520.99	0.00	6,520.99	0.00	0.00	6,520.99
	TOTAL OPERATING BUDGET	11,261,498.03	0.00	11,261,498.03	10,934,704.82	135,143.39	191,649.82

Town of Shirley
Enterprise Funds Budget vs. Actual Expenditures
Fiscal Year 2013

Dept	Department/Account Name	Appropriated	Rsv Fund/Surplus to Deficit Trf	Adjusted Budget	Expended	Bal Fwd to FY14 (Encumbered)	Under/(Over) Expended
231	AMBULANCE						
	Salary, Ambulance Director	12,735.00	462.60	13,197.60	13,197.60	0.00	0.00
	Wages, Hourly – On-Call EMTs, Billing Clerk	38,851.00	223.53	39,074.53	38,192.59	0.00	881.94
	EMT Stipends	1,800.00	0.00	1,800.00	1,800.00	0.00	0.00
	Health Insurance	32,652.00	0.00	32,652.00	32,651.88	0.00	0.12
	Medicare	750.00	0.00	750.00	660.64	0.00	89.36
	Expenses	31,821.61	0.00	31,821.61	26,607.47	0.00	5,214.14
	Reserve Fund	5,000.00	(686.13)	4,313.87	0.00	0.00	4,313.87
	Total Direct Ambulance Department Expenses	123,609.61	0.00	123,609.61	113,110.18	0.00	10,499.43
	Ambulance Enterprise Fund Indirect Cost Expenses	49,967.00	0.00	49,967.00	49,967.00	0.00	0.00
	Total Ambulance Enterprise Fund Spending	173,576.61	0.00	173,576.61	163,077.18	0.00	10,499.43
442	SEWER						
	Wages, Hourly	30,955.00	308.60	31,263.60	28,984.20	0.00	2,279.40
	Health Insurance	16,560.00	0.00	16,560.00	16,325.88	0.00	234.12
	Medicare	554.00	0.00	554.00	350.98	0.00	203.02
	Contracted Services / Operations & Maintenance	483,290.00	(1,000.00)	482,290.00	298,026.98	0.00	184,263.02
	General Operations / User Expenses	86,700.00	0.00	86,700.00	74,889.02	0.00	11,810.98
	Reserve Fund	30,000.00	(308.60)	29,691.40	0.00	0.00	29,691.40
	Capital Assessments & Debt Service / Betterment Expenses	882,150.00	1,000.00	883,150.00	859,990.52	0.00	23,159.48
	Total Sewer Department	1,530,209.00	0.00	1,530,209.00	1,278,567.58	0.00	251,641.42
	Sewer Enterprise Fund Indirect Cost Expenses	40,429.00	0.00	40,429.00	40,429.00	0.00	0.00
	Total Sewer Department Enterprise Fund Spending	1,570,638.00	0.00	1,570,638.00	1,318,996.58	0.00	251,641.42
443	CURBSIDE SOLID WASTE/RECYCLING						
	Expenses	224,464.00	0.00	224,464.00	195,514.05	0.00	28,949.95
	Total Curbside Solid Waste/Recycling Expenses	224,464.00	0.00	224,464.00	195,514.05	0.00	28,949.95
	Curbside Solid Waste/Recycling Enterpr Fund Indirect Cost Exp	0.00	0.00	0.00	0.00	0.00	0.00
	Total Curbside Solid Waste/Recycling Spending	224,464.00	0.00	224,464.00	195,514.05	0.00	28,949.95

Town of Shirley
Other Funds Analysis
Fiscal Year Ending June 30, 2013
(*unaudited*)

Account Description	Beginning Balance	+	Revenues	-	Expenditures	Transfers In (Out)	Ending Balance
Federal and State Grants							
Fire FEMA Grant	0.23		0.00		0.00	0.00	0.23
Fire Emergency Mgmt Grant	18.50		0.00		0.00	0.00	18.50
FEMA Reimbursement	22.98		0.00		0.00	0.00	22.98
Hunting Hill Cons WHIP Grant	3,802.00		0.00		0.00	0.00	3,802.00
Library LIG/MEG State Grant	19,949.43		10,118.65		(14,965.41)	0.00	15,102.67
COA Formulative Grant	0.00		7,287.00		(7,287.00)	0.00	0.00
COA Service Incentive Grant	2,048.44		0.00		(2,048.44)	0.00	0.00
Community Police Grant	0.99		0.00		0.00	0.00	0.99
Fire Safe Grant	19.73		0.00		0.00	0.00	19.73
Highway Improvements - State Ch 90	3,747.71		162,088.85		(167,779.00)	0.00	(1,942.44)
Emergency Mgmt Performance Grant	0.00		4,488.88		(4,488.88)	0.00	0.00
EOCD/Community Development Grant	110.28		2.63		0.00	0.00	112.91
Police State 911 Support & Incentive Grant	(21,349.89)		39,371.39		(22,368.80)	0.00	(4,347.30)
HCHD Low Income Program	0.00		19,785.00		0.00	0.00	19,785.00
MassCEC Marketing Grant	0.00		2,000.00		(1,919.45)	0.00	80.55
Library LSTA-Reader's Advisory Grant	6,332.31		0.00		(6,332.31)	0.00	0.00
Green Community Grant	0.00		20,000.00		(15,953.05)	0.00	4,046.95
Fire Security Trust Fund Grant	0.00		12,432.00		(12,432.00)	0.00	0.00
MCI III Mitigation Funds	64,128.28		71.34		(46,556.76)	0.00	17,642.86
Total Federal and State Grants	78,830.99		277,645.74		(302,131.10)	0.00	54,345.63

Town of Shirley
Other Funds Analysis
Fiscal Year Ending June 30, 2013
(*unaudited*)

Account Description	Beginning Balance	+	Revenues	- Expenditures	Transfers In (Out)	Ending Balance
Revolving Funds						
Dog Fund Revolving	27,449.16		12,276.94	(5,914.27)	(7,000.00)	26,811.83
Animal Ctrl Officer Revolving	150.00		625.00	0.00	0.00	775.00
Selectmen Legal Notice Revolving	5,524.95		1,039.00	(210.00)	0.00	6,353.95
Planning Consult Subdiv Revolving	16,896.74		3,500.00	(3,937.50)	0.00	16,459.24
Planning-Apple Orchard Revolving	14,538.40		0.00	(212.50)	0.00	14,325.90
Plng-Apple Orch Post Closure Parc K	11,200.00		0.00	0.00	0.00	11,200.00
COA MART Reimbursement	2,679.95		44,343.24	(42,112.26)	0.00	4,910.93
BOH Recycling Revolving	4,578.18		1,151.00	(581.85)	0.00	5,147.33
Recreation Fields	5,478.78		1,300.00	(2,090.00)	0.00	4,688.78
COA Medical Transport Revolving	6,391.98		93.39	(3,644.37)	0.00	2,841.00
Total Revolving Funds	94,888.14		64,328.57	(58,702.75)	(7,000.00)	93,513.96
Other Special Revenue/Gift Funds						
ConsCom Wetland Protection Fee	7,957.06		135.00	0.00	(1,616.00)	6,476.06
Sale of Cemetery Lots	14,275.87		0.00	0.00	(2,400.00)	11,875.87
Receipts Reserved for Appropriation	28,735.62		0.00	0.00	(28,735.62)	0.00
Sale of Real Estate	7,001.96		137,616.07	0.00	0.00	144,618.03
Sch Facility & Grounds Rental	(1,622.25)		1,622.25	0.00	0.00	0.00
Recreation Basketball Revolving	5,810.58		3,577.84	0.00	(5,000.00)	4,388.42
Recreation Baseball/Softball Revolving	278.79		0.00	0.00	0.00	278.79
Benjamin Pool & Park Recr Gift	7,362.91		209.72	0.00	0.00	7,572.63
Benjamin Hill Swimming Revolving	74,953.78		84,157.00	(69,018.34)	(6,000.00)	84,092.44
Recreation Soccer Revolving	8,018.44		31,462.50	(21,974.26)	(3,500.00)	14,006.68
Summer in Shirley Program Revolving	26,851.62		91,080.00	(87,768.88)	(1,720.00)	28,442.74

Town of Shirley
Other Funds Analysis
Fiscal Year Ending June 30, 2013
(unaudited)

Account Description	Beginning Balance	+ Revenues	- Expenditures	Transfers In (Out)	Ending Balance
Recreation Swim Team Revolving	1,380.00	4,907.74	(4,100.00)	0.00	2,187.74
Snack Bar- Field Maint Fund	324.79	423.00	(180.27)	0.00	567.52
Senior Center	5,661.47	8,199.54	(4,448.26)	0.00	9,412.75
COA Gifts & Donations	10,163.49	250.00	(1,604.01)	0.00	8,809.48
COA Outreach Coordinator Gift Fund	528.54	18,426.72	(7,254.09)	0.00	11,701.17
Police Gift Fund	125.00	10.00	0.00	0.00	135.00
Police ATV Fuel Gift Fund	89.21	0.00	0.00	0.00	89.21
Arts & Lottery	3,366.99	4,165.70	(3,780.00)	0.00	3,752.69
Shirley 250th Anniversary	0.93	0.00	0.00	0.00	0.93
L Thomas Linden Memorial Gift	2.91	0.00	0.00	0.00	2.91
Extended Voting Hours	0.00	561.00	(548.48)	0.00	12.52
Korean War Memorial	250.00	0.00	0.00	0.00	250.00
WWII Committee Gifts & Flags	3,648.31	0.00	0.00	0.00	3,648.31
Conservation Forest Gift	591.16	0.00	0.00	0.00	591.16
Machinery Fund	350.02	0.00	0.00	0.00	350.02
Cook Fisheries ConsCom	(1,900.50)	0.00	0.00	0.00	(1,900.50)
Recreation Karate	36.27	0.00	0.00	0.00	36.27
Recreation Gifts & Donations	1,308.31	0.00	0.00	0.00	1,308.31
Recreation Adult Programs	1,917.80	3,745.00	(3,385.50)	(1,520.00)	757.30
Ambulance Gifts	1,146.26	470.00	(1,319.75)	0.00	296.51
Ambulance Defibrillator Gifts	667.00	0.00	0.00	0.00	667.00
Police Narcotic Fund	412.41	1.38	0.00	0.00	413.79
Village Green Commission Gifts	462.94	0.00	0.00	0.00	462.94
Insurance Receipts	1,362.60	0.00	0.00	0.00	1,362.60
Perlstein Memorial Gift	0.01	0.00	0.00	0.00	0.01
Fagan Memorial Gift	0.13	0.00	0.00	0.00	0.13

Town of Shirley
Other Funds Analysis
Fiscal Year Ending June 30, 2013
(unaudited)

Account Description	Beginning Balance	+ Revenues	- Expenditures	Transfers In (Out)	Ending Balance
Warner Memorial Gift	0.16	0.32	0.00	0.00	0.48
Historical Gift	2,092.97	3.84	0.00	0.00	2,096.81
Shirley Historical Records	49.85	0.00	0.00	0.00	49.85
Fire Trailer - Charitable Foundation	6.48	0.00	0.00	0.00	6.48
Fire Safe - NMSB Donation	1.21	0.00	0.00	0.00	1.21
Police DARE Fund	(47.92)	0.00	0.00	0.00	(47.92)
Whitley Park & Village Impr Gift	1,586.04	10.70	(272.54)	0.00	1,324.20
Comm Septic/Title V Loan Program	59,299.03	50,617.55	(75,149.32)	0.00	34,767.26
Cable PEG Access Fund	97,241.45	91,498.56	(171,498.56)	0.00	17,241.45
Destination Imagination-High Sch Gift	37.20	0.00	0.00	0.00	37.20
Fire Department Gift	979.50	1,000.00	(354.00)	0.00	1,625.50
Longley Acres Maintenance Fund	45,920.15	10,271.11	(36,177.98)	0.00	20,013.28
COA Director Gift Fund	0.57	0.00	0.00	0.00	0.57
Center Town Hall Gift Fund	3,990.51	5,261.50	(5,565.72)	0.00	3,686.29
Historical Commission Gift Fund	200.00	0.00	0.00	0.00	200.00
COA Health Fair Transportation Grant	0.00	500.00	0.00	0.00	500.00
COA Lifelong Learn4Seniors-Med Fair	0.00	4,600.00	0.00	0.00	4,600.00
Total Other Special Revenue/Gift Funds	422,877.63	554,784.04	(494,399.96)	(50,491.62)	432,770.09
Capital Projects Funds					
Benjamin Hill Park Improvements FY04	679.98	0.00	0.00	0.00	679.98
MCI Field Improvements FY04	635.81	0.00	0.00	0.00	635.81
War Mem Bldg Renov FY03	29,704.58	0.00	0.00	0.00	29,704.58
School Capital Projects	953.20	0.00	0.00	0.00	953.20
School Renovation Study FY05 A5H	15.00	0.00	0.00	0.00	15.00

Town of Shirley
Other Funds Analysis
Fiscal Year Ending June 30, 2013
(unaudited)

Account Description	Beginning Balance	+ Revenues	- Expenditures	Transfers In (Out)	Ending Balance
Landfill Closure	19,584.47	0.00	0.00	0.00	19,584.47
Cemetery Improvement	627.73	0.00	0.00	0.00	627.73
Wastewater Hook-up FY05	11,099.20	0.00	0.00	0.00	11,099.20
DPW Truck Replacement FY06	4,189.56	0.00	0.00	0.00	4,189.56
Public Blds.- Photocopier Replace-FY07ATM	489.27	0.00	0.00	0.00	489.27
Ctr Sch Roof Replacement-FY07 A15G	354.92	0.00	0.00	0.00	354.92
Public Safety Comp Sys Upgr FY07 ATM 15C	426.03	0.00	0.00	0.00	426.03
DPW Rpr Old Salt Shed FY07 ATM Art 14a	5,500.00	0.00	0.00	0.00	5,500.00
Sch Distr Tech Upgr/Repl FY07 ATM 15I	(8,208.45)	0.00	0.00	8,332.00	123.55
Town-wide--Tech Upgr/Repl FY08 ATM 15A	(52,631.50)	0.00	(10,616.50)	26,417.00	(36,831.00)
DPW Catch Basin/Culvert Repairs FY08 STM 6A	613.72	0.00	0.00	0.00	613.72
DPW Sidewalk Plw/Sndr/Snwblwr FY07 ATM 15B	(81,424.50)	0.00	0.00	41,667.00	(39,757.50)
SMS Bldg Ctrl Sys Upgr-FY07 ATM 15i	(60,932.94)	0.00	0.00	21,667.00	(39,265.94)
CTH Exterior Improv-FY07 ATM 15D	(24,338.00)	0.00	0.00	1,353.00	(22,985.00)
Shaker Road Bridge Repair-STM 12/13/10 art 2	(70,420.28)	0.00	0.00	0.00	(70,420.28)
Police Narrow Band Radio System FY13 ATM 10C	0.00	0.00	(74,639.63)	80,000.00	5,360.37
Town IT Upgrade- FY13 ATM 10E	0.00	0.00	(10,294.91)	92,195.00	81,900.09
DPW 2013 One-ton Dump Truck- '13 ATM 10A	0.00	0.00	(46,686.94)	50,000.00	3,313.06
DPW 2013 Pick-up Truck- '13 STM 5	0.00	0.00	(40,020.44)	40,250.00	229.56
Hazen Memorial Carpet Replace-'07 15F	0.00	0.00	(35,000.00)	0.00	(35,000.00)
Police Cruiser FY13 ATM Art 10b	0.00	0.00	(32,958.00)	33,500.20	542.20
Police Cruiser FY13 STM Art 4	0.00	0.00	(33,500.00)	33,500.00	0.00
Total Capital Projects Funds	(223,082.20)	0.00	(283,716.42)	428,881.20	(77,917.42)

Town of Shirley
Other Funds Analysis
Fiscal Year Ending June 30, 2013
(unaudited)

Account Description	Beginning Balance	+	Revenues	-	Expenditures	Transfers In (Out)	Ending Balance
Enterprise Funds							
Sewer Operations & Maintenance	6,575,831.30		598,552.48		(1,374,414.98)	841,721.00	6,641,689.80
Sewer Betterments	1,894,163.99		1,000,080.41		0.00	(882,150.00)	2,012,094.40
Ambulance Enterprise Fund	146,768.91		141,263.06		(115,249.66)	(49,967.00)	122,815.31
Curbside Trash/Recycling Enterprise Fund	95,163.97		180,942.35		(195,514.05)	0.00	80,592.27
Total Enterprise Funds	8,711,928.17		1,920,838.30		(1,685,178.69)	(90,396.00)	8,857,191.78
Expendable Trust Funds							
Hazen Memorial Expendable	23,453.73		3,910.11		(6,816.57)	0.00	20,547.27
Cemetery Perpetual Care Expendable	32,952.05		4,838.42		0.00	(11,100.00)	26,690.47
NC Day Poor Fund Expendable	9,842.42		422.98		0.00	0.00	10,265.40
Grace E. Winslow - Expendable	24,211.66		7,819.89		(10,186.59)	4,572.12	26,417.08
Shirley H. Griffin SMS Grad Award-Expendable	6,203.14		8.56		(200.00)	(4,572.12)	1,439.58
Bolton Longley - Expendable	103.49		(50.00)		0.00	0.00	53.49
Parker Trust - Expendable	1,212.14		362.72		0.00	0.00	1,574.86
Longley High School - Expendable	64,552.80		2,112.72		0.00	0.00	66,665.52
Parker Tomb - Expendable	16,392.37		637.56		0.00	0.00	17,029.93
Longley Inter/Prim School - Expendable	3,056.74		155.83		0.00	0.00	3,212.57
Longley Israel Cemetery - Expendable	7,758.17		254.50		0.00	0.00	8,012.67
Farnsworth - Expendable	938.20		0.84		0.00	0.00	939.04
Stabilization Fund	256,125.90		22,746.74		0.00	46,208.68	325,081.32
Capital Stabilization Fund	0.00		3,987.71		0.00	57,765.10	61,752.81
Conservation Land Acquisition	8,192.19		252.48		0.00	0.00	8,444.67
Total Expendable Trust Funds	454,995.00		47,461.06		(17,203.16)	92,873.78	578,126.68

Town of Shirley
Other Funds Analysis
Fiscal Year Ending June 30, 2013
(*unaudited*)

Account Description	Beginning Balance	+	Revenues	-	Expenditures	Transfers In (Out)	Ending Balance
Non-Expendable Trust Funds							
NC Day Non-Exp Trust	3,882.22		0.00		0.00	0.00	3,882.22
Cemetery Perpetual Care Non-Exp	144,871.00		0.00		0.00	0.00	144,871.00
Grace E Winslow Non-Exp	258,998.64		0.00		0.00	0.00	258,998.64
Bolton Longley Non-Exp	729.49		0.00		0.00	0.00	729.49
Parker Trust Non-Exp	4,000.00		0.00		0.00	0.00	4,000.00
Longley High School Non-Exp	4,000.00		0.00		0.00	0.00	4,000.00
Parker Tomb Non-Exp	4,295.14		0.00		0.00	0.00	4,295.14
Longley Inter/Primary Sch Non-Exp	2,000.00		0.00		0.00	0.00	2,000.00
Longley, Isreal Cemetery Non-Exp	500.00		0.00		0.00	0.00	500.00
Total Non-Expendable Trust Funds	423,276.49		0.00		0.00	0.00	423,276.49
Grand Total	9,963,714.22		2,865,057.71		(2,841,332.08)	373,867.36	10,361,307.21

Town of Shirley
Reserve Fund Analysis
FY13

<u>Description</u>	<u>Date</u>	<u>Amount</u>	<u>Balance</u>
FY13 ATM Appropriation	07/01/12	50,000.00	50,000.00
RFT - Legal Services (dept 151)	3/18/2013	(\$2,919.03)	47,080.97
RFT - Legal expenses (dept 151)	4/22/2013	(\$5,691.33)	41,389.64
RFT - Conduct of Elections wages (dept 162)	5/20/2013	(\$520.00)	40,869.64
RFT - Conduct of Elections expenses (dept 162)	5/20/2013	(\$1,835.00)	39,034.64
RFT - Conduct of Elections expenses (dept 162)	6/10/1943	(\$981.77)	38,052.87
RFT - Veterans Benefits (dept 543)	6/24/2013	(\$38,052.87)	0.00

Town of Shirley
Combined Balance Sheet-All Fund Types
June 30, 2013
Unaudited

	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Enterprise</u>	<u>Trust and Agency</u>	<u>General L-T Debt & Assets</u>	<u>Total (Memo Only)</u>
Assets							
Cash and Investments	7,551,081	200	0	0	0	0	7,551,281
Due from Other Funds	0	581,250	192,486	3,164,047	1,955,790	0	5,893,573
Receivables:							
Property Taxes	166,083	0	0	0	0	0	166,083
Allowance for Abatements and Exemptions	(241,780)	0	0	0	0	0	(241,780)
Tax Liens/Utility Liens	830,044	0	0	144,355	0	0	974,399
User Charges	0	0	0	250,805	0	0	250,805
Excises	110,993	0	0	0	0	0	110,993
Septic Loans Receivable	0	108,229	0	0	0	0	108,229
Health Insurance Premiums Receivable	14,147	0	0	0	0	0	14,147
Due from Other Governments	0	812,935	0	0	0	0	812,935
Sewer User Added to Taxes	0	0	0	3,740	0	0	3,740
Betterments Added to Taxes	0	0	0	54,132	0	0	54,132
Deferred Betterments	0	0	0	7,423,857	0	0	7,423,857
Advance from MCI	0	0	0	0	0	0	0
Amount to be Provided for Landfill Closure Costs	0	0	0	0	0	0	0
Amount to be Provided for Payment of Bonds	0	0	0	0	0	3,898,636	3,898,636
Capital Assets	0	0	0	17,295,681	0	41,367,057	58,662,738
Accumulated Depreciation	0	0	0	(3,775,971)	0	(14,962,913)	(18,738,884)
Total Assets	<u>8,430,568</u>	<u>1,502,614</u>	<u>192,486</u>	<u>24,560,646</u>	<u>1,955,790</u>	<u>30,302,780</u>	<u>66,944,884</u>
Liabilities and Fund Equity							
Liabilities:							
Warrants Payable	129,656	0	0	0	0	0	129,656
Due to Other Funds	5,893,573	0	0	0	0	0	5,893,573
Other Liabilities	36,510	0	0	553	954,387	0	991,450
Accrued Wages Payable	57,246	0	0	0	0	0	57,246
Advance Payable	0	0	0	0	0	0	0
Bond Anticipation Notes Payable	0	0	270,403	0	0	0	270,403
Bonds Payable	0	0	0	7,826,013	0	3,898,636	11,724,649
Deferred Revenue:							
Property Taxes	(75,697)	0	0	0	0	0	(75,697)
Tax Liens/Utility Liens	830,044	0	0	144,355	0	0	974,399
User Charges	0	0	0	254,545	0	0	254,545
Excises	110,993	0	0	0	0	0	110,993
Septic Loans	0	108,229	0	0	0	0	108,229
Health Insurance Premiums	14,147	0	0	0	0	0	14,147
Intergovernmental	0	812,935	0	0	0	0	812,935
Betterments	0	0	0	7,477,989	0	0	7,477,989
Total Liabilities	<u>6,996,472</u>	<u>921,164</u>	<u>270,403</u>	<u>15,703,455</u>	<u>954,387</u>	<u>3,898,636</u>	<u>28,744,517</u>
Fund Equity:							
Retained Earnings:							
Investment in General Fixed Assets	0	0	0	0	0	26,404,144	26,404,144
Investment in Capital Assets, Net of Del	0	0	0	5,693,697	0	0	5,693,697
Reserved for Debt Service	0	0	0	2,012,094	0	0	2,012,094
Reserved for Deficits	0	0	0	0	0	0	0
Reserved for Encumbrances	0	0	0	73,832	0	0	73,832
Reserved for Subsequent Year's Expend	0	0	0	237,136	0	0	237,136
Unreserved	0	0	0	840,432	0	0	840,432
Fund Balances:							
Reserve of Premium for Bonds Payable	212,141	0	0	0	0	0	212,141
Reserved for Debt Service	0	0	0	0	0	0	0
Reserved for Encumbrances	135,143	0	0	0	0	0	135,143
Reserved for Subsequent Year's Expend	436,025	0	0	0	0	0	436,025
Reserved for Deficits	(67)	0	0	0	0	0	(67)
Reserved for Endowments	0	0	0	0	423,276	0	423,276
Reserved for Advances	0	0	0	0	0	0	0
Unreserved:							
Designated	0	0	0	0	0	0	0
Undesignated	650,854	581,450	(77,917)	0	578,127	0	1,732,514
Total Fund Equity	<u>1,434,096</u>	<u>581,450</u>	<u>(77,917)</u>	<u>8,857,191</u>	<u>1,001,403</u>	<u>26,404,144</u>	<u>38,200,367</u>
Total Liabilities and Fund Equity	<u>8,430,568</u>	<u>1,502,614</u>	<u>192,486</u>	<u>24,560,646</u>	<u>1,955,790</u>	<u>30,302,780</u>	<u>66,944,884</u>

SHIRLEY AMBULANCE SERVICE

Contact Information:

Director: Mike Detillion
Address: PO Box#953, Shirley, MA. 01464
Phone Number: 978-833-1194
E-Mail: mdetillion@shirley-ma.gov

Shirley Ambulance Service ended fiscal year 2013 with a total of 430 ambulance calls. Medical emergencies are broken down as follows:

Ambulance Calls:

Advanced Life Support	225
Basic Life Support	175
Refusals	24
Assistance	6

Mutual Aid to Other Towns:

Ayer	3
Devens	3
Groton	5
Lancaster	12
Lunenburg	5
MCI Shirley Prison	6

Mutual Aid Services to Shirley:

Ayer Fire	17	BLS
Devens	22	BLS
Ayer Fire Paramedics	200	ALS
Medstar Paramedics	25	ALS

Shirley Ambulance Service Roster to Include Certifications:

M1	Dwight Detillion	EMT, Ambulance Director, CPR Instructor
M3	William Poitras	EMT Central Mass Med Representative
M5	Derek Ranno	EMT On-call
M7	Brandon O'Conner	EMT On-call
M8	Kellie Favreau	EMT On-call
M10	Matt Callahan	EMT On-call
M11	Al Deshler	EMT-Paramedic ALS, Training Officer
M13	Aaron Wernick	EMT On-call
M14	Cody Roberts	EMT On-call
M16	Steve Henry	EMT On-call
M17	Adam Ouellette	EMT-Intermediate ALS
M18	Don Denning	EMT On-call
M20	Kim Henry	EMT On-call
M21	Jennifer Ouellette	EMT On-call
35C	Dennis Levesque	EMT Fire Chief Fulltime
Cpt.	Joseph Hawthorne	EMT Fire Deputy Fulltime
Lt.	Troy Cooley	EMT Fire Cpt. Fulltime

Shirley Ambulance operates with a fulltime staff five days a week Monday through Friday 7:00 AM to 4:00 PM. Monday through Friday after 4:00 PM and until 7:00 AM Shirley Ambulance operates with an on-call staff. Weekends and holidays Shirley Ambulance operates 24/7 on-call.

A monthly ambulance meeting is held on the third Wednesday of each month at the Fire Station. If citizens have issues, suggestions, or concerns they would like to address directly to the members please feel free to request time at one of our meetings by calling (978) 833-1194. We are a member of Central Mass EMS and affiliated with Nashoba Valley Medical Center.

Information and Public Awareness

Advanced Life Support (ALS):

It is not uncommon to see two ambulances at many of the emergency calls in Shirley. The second truck is an ALS truck staffed with Paramedics. The paramedics are dispatched to assist our ambulance in advanced medical treatment to the patient.

CPR Courses:

As part of our commitment to the community Shirley Ambulance offers CPR courses open to the public. These courses will be published for sign-up in the local paper.

911 Calls:

When calling 911 to report a medical emergency it is important to remain calm so the dispatcher can fully understand the nature of the call. Clearly state your name, address and the nature of the emergency. It is important to know the condition of the patient and if they are conscious or unconscious. **DO NOT** hang-up with the dispatcher until advised to do so by the dispatcher.

Billing:

As reported by the Shirley Ambulance Billing Department and the Town Treasurer we have achieved 89% return on billing. All patients are billed the standard billing charges for our services as set by Medicare and approved by the Shirley Board of Selectman.

New EMTs:

Shirley Ambulance is always looking for new EMTs for on-call status. If you are currently certified or interested in becoming an EMT, please call the Ambulance Director.

Respectfully submitted,

Dwight M. Detillion
Shirley Ambulance Director

BOARD OF ASSESSORS

Mission Statement

The staff of the Assessors' Office strives to serve the taxpayers of the Town of Shirley by valuation and classification of property in accordance with standards set by Massachusetts General Laws through the practice of policies and procedures that promote good public relations, provide user friendly access to data, maximize resources, and maintain equity, accuracy, and fairness.

We welcome the opportunity to serve the public by answering questions, providing explanations, and encourage all property owners to be knowledgeable about their property data and valuation.

FY2013

Property valuations for FY2013 reflect the assessment date of January 1, 2012. To calculate property valuations for FY2013, the Assessors were required to use arm's length sales from calendar year 2011. Our sale analysis included 35 sales. There were 28 total bank foreclosures or sales of foreclosed properties. As a result of the FY2013 Interim Year Adjustment, the Town of Shirley decreased in total valuation by \$9 million. Since FY2007, market conditions have realized a loss in total town value of \$126 million or about 19%.

The Assessors continued their cyclical inspection program and focused on the streets/roads of Leominster, Catherine's, Amanda, Shaker, School, Brown, Fredonian, Chapel, Kelsey, South, Rodman, Weatherbee, Nashua, Maple, Kelsey, Morgan, Myles, and Robertson.

The Assessors would like to thank their staff of Principal Assessor Rebecca Boucher and our Senior Work-off help. We also thank retiring Board member James E. Keefe and retiring Assessors Clerk Lela Rhodes.

Respectfully Submitted,

Joseph A. Saball, Chairman, Board of Assessors
Ronald L. Marchetti, Board Member
Paulette Arakelian, Board Member

YOUR TAX DOLLAR - WHERE IT GOES BASED ON FY2013 BUDGET



Town of Shirley FY2013 Tax Rate Analysis

	Operating Budget Levy	Debt Exclusion Library	Debt Exclusion Middle School	Debt Exclusion June 2011	Total Taxes Levied
Levy Amount	\$ 8,197,436.42	\$ 55,870.00	\$ 308,764.00	\$ 365,957.00	\$ 8,928,027.42
Rate/\$1000	\$ 14.37	\$ 0.10	\$ 0.54	\$ 0.64	\$ 15.65



Breakdown		
\$	1.45	General Government
\$	1.88	Public Safety
\$	7.88	Education
\$	0.62	Public Works
\$	0.17	Health & Human Services
\$	0.30	Culture & Recreation
\$	0.06	Debt Service
\$	2.01	Gen. Insurance & Employee Benefits
\$	14.37	Total

** Assumes all other funding sources applied equally over operating budget before tax levy*

Town of Shirley**Taxpayer Receipt**

FY2013 Taxes assessed as of January 1, 2012
Average Single Family Home Value \$ 261,235

<u>Department</u>	<u>Items Purchased</u>	<u>Amount</u>
GENERAL GOVERNMENT	finance, administration, & technology services, public buildings maintenance	\$ 378.79
PUBLIC SAFETY	police, fire, communications, inspectional services	\$ 491.12
EDUCATION	Regional School Assessments: Ayer-Shirley & Nashoba Tech.	\$ 2,058.90
PUBLIC WORKS	road & grounds maintenance, curbside pickup	\$ 162.17
HEALTH & HUMAN SERVICES	public health services, senior center, veterans benefits	\$ 44.31
CULTURE & RECREATION	public library services	\$ 78.84
DEBT SERVICE	administration costs	\$ 15.02
GEN. INSURANCE & EMPLOYEE BENEFITS	liability insurance, unemployment, retirement, employee health insurance	\$ 524.79
DEBT EXCLUSION- LIBRARY	library building construction	\$ 26.12
DEBT EXCLUSION- MIDDLE SCHOOL	school building construction	\$ 141.07
DEBT EXCLUSION- JUNE 2011	authorized capital projects and purchases	\$ 167.19

Total Paid \$ 4,088.33

Thank you for supporting our municipality!

FY2013 Levy Limit Calculation

FY2012 Levy Limit	\$ 7,912,853
Amended FY2011 Growth	\$ -
Plus 2.5%	\$ 197,821
Growth	\$ 91,621
FY2013 Override	\$ -
Subtotal	\$ 8,202,295
FY2013 Total Assessed Value	\$ 570,480,934
Levy Ceiling	\$ 14,262,023
FY2013 Levy Limit	\$ 8,202,295
Debt Exclusions-Library	\$ 55,870
Debt Exclusions-MiddleSchool	\$ 308,764
Debt Exclusion-June 2011	\$ 264,607
Debt Exclusion-June 2011 BAN	\$ 101,350
Capital Exclusions	\$ -
FY2013 Maximum Allowable Levy	\$ 8,932,886
FY2013 Actual Tax Levy	\$ 8,928,027.42
Excess Capacity	\$ 4,858.58
Tax Rate	\$ 15.65

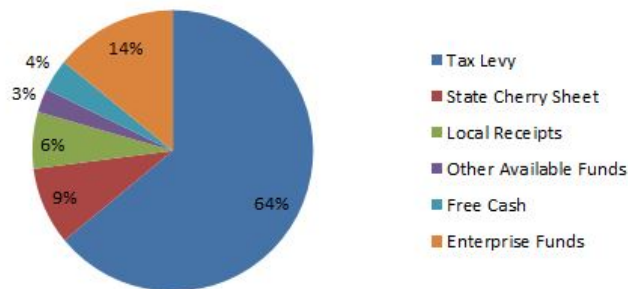
Tax Levy Information from Tax Recapitulation Sheet

Total amount to be raised:				\$	13,950.51
Total estimated receipts and other revenue sources:				\$	5,022,082.09
Tax Levy:					\$ 8,928,027.42
Distribution of Tax Levy:					
Class	% Levy	Valuation	Tax Rate	Levy by Class	
Residential	89.0604%	\$ 508,072,592.00	\$ 15.65	\$ 7,951,336.06	
Commercial	3.3683%	\$ 19,215,559.00	\$ 15.65	\$ 300,723.50	
Industrial	4.3339%	\$ 24,723,900.00	\$ 15.65	\$ 386,929.04	
Personal Property	3.2374%	\$ 18,468,934.00	\$ 15.65	\$ 289,038.82	
Totals	100.0000%	\$ 570,480,985.00		\$ 8,928,027.42	
Single Family Home Average Assessment:		\$ 261,235.00			
Single Family Home Average Tax Bill:		\$ 4,088.33			

FY2013 Revenue Sources

<u>Revenues</u>		<u>% of Total</u>
Tax Levy	\$ 8,928,027.42	64%
State Cherry Sheet	\$ 1,246,948.00	9%
Local Receipts	\$ 909,371.30	7%
Other Available Funds	\$ 381,218.98	3%
Free Cash	\$ 515,865.00	4%
Enterprise Funds	\$ 1,968,678.61	14%
Total Revenue Sources	\$ 13,950,109.31	100%

FY2013 Revenue Sources



Comparison of Shirley's FY2013 Single Family Average Tax Bill With Surrounding Municipalities

Sorted by Municipality Alphabetically

Municipality	Residential Tax Rate	CIP Tax Rate	Average Single Family Home Value	Ave. Single Family Home Tax Bill
Ayer	\$ 13.63	\$ 27.99	\$ 267,738	\$ 3,649
Groton	\$ 16.85		\$ 396,483	\$ 6,681
Harvard	\$ 16.68		\$ 547,036	\$ 9,125
Lancaster	\$ 19.08		\$ 270,254	\$ 5,156
Leominster	\$ 17.96		\$ 209,968	\$ 3,771
Littleton	\$ 16.98	\$ 27.23	\$ 366,412	\$ 6,222
Lunenburg	\$ 17.30		\$ 247,776	\$ 4,287
Pepperell	\$ 14.78		\$ 283,523	\$ 4,190
Shirley	\$ 15.65		\$ 261,235	\$ 4,088
Townsend	\$ 18.26		\$ 220,025	\$ 4,018

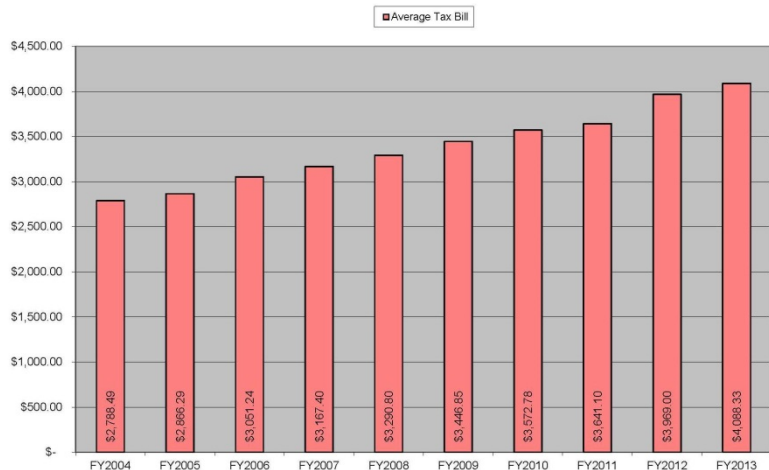
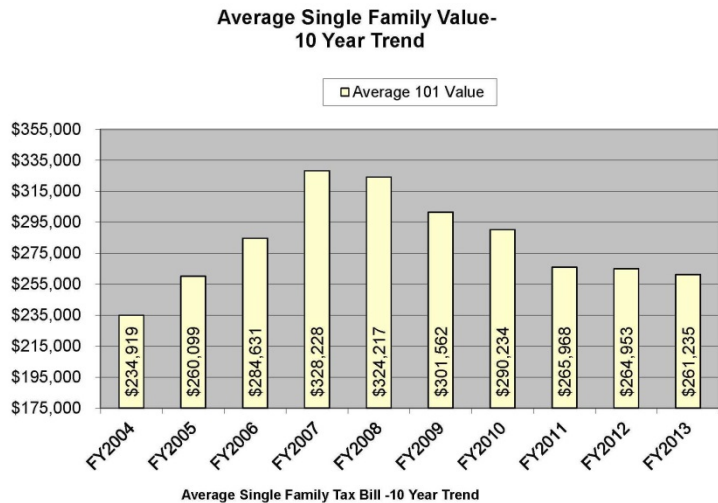
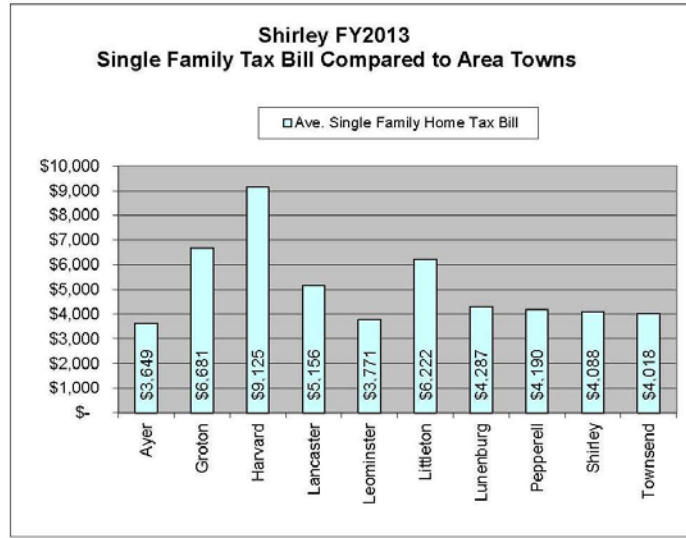
Sorted by Average Tax Bill Lowest to Highest

Municipality	Residential Tax Rate	CIP Tax Rate	Average Single Family Home Value	Ave. Single Family Home Tax Bill
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Harvard	\$ 16.68		\$ 547,036	\$ 9,125

Sorted by Tax Rate Lowest to Highest

Municipality	Residential Tax Rate	CIP Tax Rate	Average Single Family Home Value	Ave. Single Family Home Tax Bill
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Littleton	\$ 16.98	\$ 27.23	\$ 366,412	\$ 6,222
Lunenburg	\$ 17.30		\$ 247,776	\$ 4,287
Leominster	\$ 17.96		\$ 209,968	\$ 3,771
Townsend	\$ 18.26		\$ 220,025	\$ 4,018
Lancaster	\$ 19.08		\$ 270,254	\$ 5,156

prepared by RAB, Principal Assessor with Data
from MA Department of Revenue



Abatements & Statutory Exemptions		
Personal Statutory Exemptions	98 granted	\$81,346.03
Senior Work-off Abatements	26 granted	\$21,659.60
Real Estate Abatements	48 filed	
	11 granted	
	37 denied	\$6,009.60
Personal Property Abatements	2 uncollectable	
	1 ATB settlement	\$25,832.07
41 A Senior Tax Deferrals	1 granted	\$1,078.51
Motor Vehicle Excise Tax Abatements	279 granted	\$24,614.16

Parcel Counts as of July 1, 2012, FY2013		
<i>Class</i>	<i># Parcels</i>	<i>Valuation</i>
Single Family	1457	\$ 380,618,860
Condominium	278	\$ 44,822,700
Two Family	87	\$ 20,737,800
Three Family	17	\$ 3,768,000
Apartments 4 or More Units	24	\$ 10,802,500
Mobile Home, Multi Houses	85	\$ 15,417,900
Vacant Land	413	\$ 19,546,100
Commercial	51	\$ 14,450,000
Industrial	44	\$ 24,723,900
Mixed Use	53	\$ 16,126,000
Chapter Land	46	\$ 998,291
Personal Property >= 5000	85	\$ 18,468,934
Real Estate Exempt	158	\$ 115,439,000
Total Taxable	2640	\$ 570,480,985

CENTER TOWN HALL COMMITTEE

Annual Report
Center Town Hall Committee
June 2013 through June 2014

The Center Town Hall Committee is proud to report continued progress in its mission to maintain and preserve the Center Town Hall as a historic asset and useful venue for local town organizations and social/cultural events.

Since June 2013, the Committee has generated approximately \$4000.00 income, including donations, sponsored events and rental fees. During the same period, approximately \$3700.00 has been expended in supplies, utilities, boiler repair and seasonal weather protection.

The Committee looks forward to another year of fundraising, and ongoing use of the building for Scouting activities, private rentals and special events. We are committed to ensuring the survival of this unique historical building that is an important part of the Town of Shirley. At this time we have 7 active boy and girl scout troops using the building on a regular basis.

We hope that more and more people come to enjoy the Center Town Hall (and the Center Town Common), and that it will continue to be a happy gathering place for the whole community.

Respectfully Submitted by,
Jodie Rachman, Chairperson, Center Town Hall Committee

TOWN CLERK

This report covers July 1, 2012, to June 31, 2013 (Fiscal Year 2013). It includes records of the following elections and town meetings:

Elections

- September 6, 2012 – State Primary
- November 6, 2012 – dual elections - Presidential Election and Proposition 2 ½ Override for Police Department
- November 17, 2012 – dual elections – debt approval for Ayer Shirley Regional School District High School Renovation and related Prop 2 ½ Debt Exclusion for Town of Shirley
- April 30, 2012 – dual elections - Annual Town Election and Special State Primary for Senator in Congress
- June 25, 2012 – dual elections – Special Election for Senator in Congress & Proposition 2 1/2 Override and Capital Exclusion

Town Meetings

- September 24, 2012 – Special Town Meeting
- May 20, 2013 - Annual Town Meeting
- June 26, 2013 – Special Town Meeting

In the fall of 2012, long-time office volunteer Marjorie Marcinkewicz retired. Margie began helping in the office in 1992 when Sylvia Shipton was Town Clerk. She helped at first with the annual street listing and gradually came to help with many other aspects of the office. For over 20 years the town benefited from her knowledge, spunk, and 20-30 hours a week of her time. In her absence, I rely even more heavily now on 4+ participants of the Senior Tax Work-Off Program and the Board of Registrars of Voters. After taking time to assess the workload and procedures, I began advocating for a paid part-time Assistant Town Clerk. A knowledgeable part-time Assistant Town Clerk who would be in the office several days a week would be of greatest benefit and efficiency for the office and for the town. I hope one day there will be room in the budget for this.

Respectfully submitted,
Amy R. McDougall
Town Clerk

September 6, 2012 State Primary

Total Ballots Cast:	543
Total Registered Voters:	4,001
Voter Turnout:	13.6%

<i>DEMOCRATIC PARTY</i>	<i>REPUBLICAN PARTY</i>	<i>GREEN-RAINBOW PARTY</i>
<i>Total Votes Cast:</i> 252	<i>Total Votes Cast:</i> 291	<i>Total Votes Cast:</i> 0
Senator in Congress	Senator in Congress	Senator in Congress
Elizabeth A. Warren 230	Scott P. Brown 286	Blank 0
Scott Brown 1	Blanks 5	
Blank 21	291	
252		

Representative in Congress (3 rd District)	Representative in Congress (3 rd District)	Representative in Congress (3 rd District)
Nicola S. Tsongas 228	Jonathan A. Golnik 199	Blank 0
Blank 24	Thomas J.M. Weaver 80	
252	Blank 12	
	291	

Councillor (3 rd District)	Councillor (3 rd District)	Councillor (3 rd District)
Marilyn Petitto Devaney 133	Blank 291	Blank 0
Harry S. Margolis 47		
Charles N. Shapiro 39		
Blank 33		
252		

Senator in General Court Middlesex & Worcester District	Senator in General Court Middlesex & Worcester District	Senator in General Court Middlesex & Worcester District
James B. Eldridge 225	Dean J. Cavaretta 210	Blank 0
Blank 28	Blank 81	
252	291	

Representative in General Court 37 th Middlesex District	Representative in General Court 37 th Middlesex District	Representative in General Court 37 th Middlesex District
Jennifer E. Benson 227	Michael McElama 1	Blank 0
Blank 25	Blank 290	
252	291	

Clerk of Courts Middlesex County	Clerk of Courts Middlesex County	Clerk of Courts Middlesex County
Michael A Sullivan 200	R.D. Ross 1	Blank 0
Blank 52	Blank 290	
252	291	

Register of Deed Middlesex Southern District	Register of Deed Middlesex Southern District	Register of Deed Middlesex Southern District
Robert B. Antonelli 93	Blank 291	Blank 0
Frank J. Ciano 20		
Thomas B Concannon, Jr 19		
Maria C. Curtatone 41		
Tiziano Dot 13		
Maryann M. Heuston 25		
Blank 41		
252		

Sheriff Middlesex County		Sheriff Middlesex County		Sheriff Middlesex County	
Peter J. Koutoujian	209	Blank	291	Blank	0
Blank	43				
	252				

November 6, 2012 State & Presidential Election

Total Ballots Cast: 3,146
Total Registered Voters: 4,106
Voter Turnout: 76.6%

Electors of President and Vice President	
Johnson & Gray	65
Obama and Biden	1,554
Romney and Ryan	1,483
Stein and Honkala	30
Blank	7
Write-Ins	7

Senator in Congress	
Scott P. Brown	1,789
Elizabeth Warren	1,335
Blank	22

Representative in Congress 3 rd District	
Nicola S. Tsongas	1,803
Jonathan A. Golnik	1,256
Blank	87

Councilor – 3 rd District	
Marilyn M. Petitto Devaney	1,795
Thomas Sheff	848
Blank	503

Senator in General Court Middlesex & Worcester District	
James B. Eldridge	1,934
Dean J. Cavaretta	1,032
Blank	180

Clerk of Courts Middlesex County	
Michael A. Sullivan	2,352
Blanks	788
Write-ins	6

Sheriff – Middlesex County	
Peter J. Koutoujian	1,626
Ernesto M. Petrone	965
Blans	553
Write-Ins	2

Register of Deeds	
Maria C. Curtatone	2,279
Blank	863
Write-Ins	4

Representative in General Court	
Jennifer E. Benson	2,401
Blank	735
Write-Ins	10

Question 1		
Note: Passed Statewide	Yes	2,536
	No	420
	Blank	190

Question 2		
	Yes	1,577
Note: Failed Statewide	No	1478
	Blank	91

Question 3		
Note: Passed Statewide	Yes	1,979
	No	995
	Blank	172

Question 4		
Note: Passed Districtwide	Yes	1,927
	No	683
	Blank	536

Note: The questions as they appeared on the state ballot are reprinted below.

QUESTION 1: Law Proposed by Initiative Petition
(Availability of Motor Vehicle Repair Information)

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 1, 2012?

SUMMARY -

As required by law, summaries are written by the State Attorney General, and the statements describing the effect of a “yes” or “no” vote are written jointly by the State Attorney General and the Secretary of the Commonwealth.

This proposed law would prohibit any motor vehicle manufacturer, starting with model year 2015, from selling or leasing, either directly or through a dealer, a new motor vehicle without allowing the owner to have access to the same diagnostic and repair information made available to the manufacturer’s dealers and in-state authorized repair facilities.

The manufacturer would have to allow the owner, or the owner’s designated in-state independent repair facility (one not affiliated with a manufacturer or its authorized dealers), to obtain diagnostic and repair information electronically, on an hourly, daily, monthly, or yearly subscription basis, for no more than fair market value and on terms that do not unfairly favor dealers and authorized repair facilities.

The manufacturer would have to provide access to the information through a non-proprietary vehicle interface, using a standard applied in federal emissions-control regulations. Such information would have to include the same content, and be in the same form and accessible in the same manner, as is provided to the manufacturer’s dealers and authorized repair facilities.

For vehicles manufactured from 2002 through model year 2014, the proposed law would require a manufacturer of motor vehicles sold in Massachusetts to make available for purchase, by vehicle owners and in-state independent repair facilities, the same diagnostic and repair information that the manufacturer makes available through an electronic system to its dealers and in-state authorized repair facilities. Manufacturers would have to make such information available in the same form and manner, and to the same extent, as they do for dealers and authorized repair facilities. The information would be available for purchase on an hourly, daily, monthly, or yearly subscription basis, for no more than fair market value and on terms that do not unfairly favor dealers and authorized repair facilities.

For vehicles manufactured from 2002 through model year 2014, the proposed law would also require manufacturers to make available for purchase, by vehicle owners and in-state independent repair facilities, all diagnostic repair tools, incorporating the same diagnostic, repair and wireless capabilities as those available to dealers and authorized repair facilities. Such tools would have to be made available for no more than fair market value and on terms that do not unfairly favor dealers and authorized repair facilities.

For all years covered by the proposed law, the required diagnostic and repair information would not include the information necessary to reset a vehicle immobilizer, an anti-theft device that prevents a vehicle from being started unless the correct key code is present. Such information would have to be made available to dealers, repair facilities, and owners through a separate, secure data release system.

The proposed law would not require a manufacturer to reveal a trade secret and would not interfere with any agreement made by a manufacturer, dealer, or authorized repair facility that is in force on the effective date of the proposed law. Starting January 1, 2013, the proposed law would prohibit any agreement that waives or limits a manufacturer's compliance with the proposed law.

Any violation of the proposed law would be treated as a violation of existing state consumer protection and unfair trade-practices laws.

WHAT YOUR VOTE WILL DO

A YES VOTE would enact the proposed law requiring motor vehicle manufacturers to allow vehicle owners and independent repair facilities in Massachusetts to have access to the same vehicle diagnostic and repair information made available to the manufacturers' Massachusetts dealers and authorized repair facilities.

A NO VOTE would make no change in existing laws.

QUESTION 2: Law Proposed by Initiative Petition
Prescribing Medication to End Life

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 1, 2012?

SUMMARY

As required by law, summaries are written by the State Attorney General, and the statements describing the effect of a "yes" or "no" vote are written jointly by the State Attorney General and the Secretary of the Commonwealth.

This proposed law would allow a physician licensed in Massachusetts to prescribe medication, at a terminally ill patient's request, to end that patient's life. To qualify, a patient would have to be an adult resident who (1) is medically determined to be mentally capable of making and communicating health care decisions; (2) has been diagnosed by attending and consulting physicians as having an incurable, irreversible disease that will, within reasonable medical judgment, cause death within six months; and (3) voluntarily expresses a wish to die and has made an informed decision. The proposed law states that the patient would ingest the medicine in order to cause death in a humane and dignified manner.

The proposed law would require the patient, directly or through a person familiar with the patient's manner of communicating, to orally communicate to a physician on two occasions, 15 days apart, the patient's request for the medication. At the time of the second request, the physician would have to offer the patient an opportunity to rescind the request. The patient would also have to sign a standard form, in the presence of two witnesses, one of whom is not a relative, a beneficiary of the patient's estate, or an owner, operator, or employee of a health care facility where the patient receives treatment or lives.

The proposed law would require the attending physician to: (1) determine if the patient is qualified; (2) inform the patient of his or her medical diagnosis and prognosis, the potential risks and probable result of ingesting the medication, and the feasible alternatives, including comfort care, hospice care and pain control; (3) refer the patient to a consulting physician for a diagnosis and prognosis regarding the patient's disease, and confirmation in writing that the patient is capable, acting voluntarily, and making an informed decision; (4) refer the patient for psychiatric or psychological consultation if the physician believes the patient may have a disorder causing impaired judgment; (5) recommend that the patient notify next of kin of the patient's intention;

(6) recommend that the patient have another person present when the patient ingests the medicine and to not take it in a public place; (7) inform the patient that he or she may rescind the request at any time; (8) write the prescription when the requirements of the law are met, including verifying that the patient is making an informed decision; and (9) arrange for the medicine to be dispensed directly to the patient, or the patient's agent, but not by mail or courier.

The proposed law would make it punishable by imprisonment and/or fines, for anyone to (1) coerce a patient to request medication, (2) forge a request, or (3) conceal a rescission of a request. The proposed law would not authorize ending a patient's life by lethal injection, active euthanasia, or mercy killing. The death certificate would list the underlying terminal disease as the cause of death.

Participation under the proposed law would be voluntary. An unwilling health care provider could prohibit or sanction another health care provider for participating while on the premises of, or while acting as an employee of or contractor for, the unwilling provider.

The proposed law states that no person would be civilly or criminally liable or subject to professional discipline for actions that comply with the law, including actions taken in good faith that substantially comply. It also states that it should not be interpreted to lower the applicable standard of care for any health care provider.

A person's decision to make or rescind a request could not be restricted by will or contract made on or after January 1, 2013, and could not be considered in issuing, or setting the rates for, insurance policies or annuities. Also, the proposed law would require the attending physician to report each case in which life-ending medication is dispensed to the state Department of Public Health. The Department would provide public access to statistical data compiled from the reports.

The proposed law states that if any of its parts was held invalid, the other parts would stay in effect.

WHAT YOUR VOTE WILL DO

A YES VOTE would enact the proposed law allowing a physician licensed in Massachusetts to prescribe medication, at the request of a terminally-ill patient meeting certain conditions, to end that person's life.

A NO VOTE would make no change in existing laws.

QUESTION 3: Law Proposed by Initiative Petition

Medical Use of Marijuana

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 1, 2012?

SUMMARY

As required by law, summaries are written by the State Attorney General, and the statements describing the effect of a "yes" or "no" vote are written jointly by the State Attorney General and the Secretary of the Commonwealth.

This proposed law would eliminate state criminal and civil penalties for the medical use of marijuana by qualifying patients. To qualify, a patient must have been diagnosed with a debilitating medical condition, such as cancer, glaucoma, HIV-positive status or AIDS, hepatitis C, Crohn's disease, Parkinson's disease, ALS, or multiple sclerosis. The patient would also have to obtain a written certification, from a physician with whom the patient has a bona fide

physician-patient relationship, that the patient has a specific debilitating medical condition and would likely obtain a net benefit from medical use of marijuana.

The proposed law would allow patients to possess up to a 60-day supply of marijuana for their personal medical use. The state Department of Public Health (DPH) would decide what amount would be a 60-day supply. A patient could designate a personal caregiver, at least 21 years old, who could assist with the patient's medical use of marijuana but would be prohibited from consuming that marijuana. Patients and caregivers would have to register with DPH by submitting the physician's certification.

The proposed law would allow for non-profit medical marijuana treatment centers to grow, process and provide marijuana to patients or their caregivers. A treatment center would have to apply for a DPH registration by (1) paying a fee to offset DPH's administrative costs; (2) identifying its location and one additional location, if any, where marijuana would be grown; and (3) submitting operating procedures, consistent with rules to be issued by DPH, including cultivation and storage of marijuana only in enclosed, locked facilities.

A treatment center's personnel would have to register with DPH before working or volunteering at the center, be at least 21 years old, and have no felony drug convictions. In 2013, there could be no more than 35 treatment centers, with at least one but not more than five centers in each county. In later years, DPH could modify the number of centers.

The proposed law would require DPH to issue a cultivation registration to a qualifying patient whose access to a treatment center is limited by financial hardship, physical inability to access reasonable transportation, or distance. This would allow the patient or caregiver to grow only enough plants, in a closed, locked facility, for a 60-day supply of marijuana for the patient's own use.

DPH could revoke any registration for a willful violation of the proposed law. Fraudulent use of a DPH registration could be punished by up to six months in a house of correction or a fine of up to \$500, and fraudulent use of a registration for the sale, distribution, or trafficking of marijuana for non-medical use for profit could be punished by up to five years in state prison or by two and one-half years in a house of correction.

The proposed law would (1) not give immunity under federal law or obstruct federal enforcement of federal law; (2) not supersede Massachusetts laws prohibiting possession, cultivation, or sale of marijuana for nonmedical purposes; (3) not allow the operation of a motor vehicle, boat, or aircraft while under the influence of marijuana; (4) not require any health insurer or government entity to reimburse for the costs of the medical use of marijuana; (5) not require any health care professional to authorize the medical use of marijuana; (6) not require any accommodation of the medical use of marijuana in any workplace, school bus or grounds, youth center, or correctional facility; and (7) not require any accommodation of smoking marijuana in any public place.

The proposed law would take effect January 1, 2013, and states that if any of its part were declared invalid, the other parts would stay in effect.

WHAT YOUR VOTE WILL DO

A YES VOTE would enact the proposed law eliminating state criminal and civil penalties related to the medical use of marijuana, allowing patients meeting certain conditions to obtain marijuana produced and distributed by new state-regulated centers or, in specific hardship cases, to grow marijuana for their own use.

A NO VOTE would make no change in existing laws.

QUESTION 4 - THIS QUESTION IS NOT BINDING

Shall the state senator from this district be instructed to vote in favor of a resolution calling upon Congress to propose an amendment to the U.S. constitution affirming that (1) corporations are not entitled to the constitutional rights of human beings, and (2) both Congress and the states may place limits on political contributions and political spending?

November 6, 2012 Proposition 2 ½ Override Election

Total Ballots Cast: 3,067
Total Registered Voters: 4,106
Voter Turnout: 74.7%

Question 1 YES: 1,445 **NO: 1,590** BLANK: 32

Shall the Town of Shirley be allowed to assess an additional \$73,495 in real estate and personal property taxes for the purposes of funding the Town of Shirley Police Department Salary, Wages & Hourly (Union) expenses, operating expenses associated with said salary expenses, and the Town's share of family health insurance coverage associated with said salary expenses for the fiscal year beginning July 1, 2012?

**November 17, 2012 Special Ayer Shirley Regional School District Election
- High School Renovation Debt Question -**

Total Ballots Cast in Shirley : 1,382
Total Registered Voters in Shirley: 4,118
Voter Turnout in Shirley: 33.6%

Whether the question passed or failed was based upon the region-wide combined votes of both towns in accordance with MGL 71:16

<u>SHIRLEY RESULTS</u>	1,382 votes	<u>YES: 936</u>	NO: 438	BLANK: 8
<u>AYER RESULTS:</u>	1,250 votes	<u>YES: 1,117</u>	NO: 132	BLANK: 1
<u>REGIONAL RESULTS:</u>	2,632 votes	<u>YES: 2,053</u>	NO: 570	BLANK: 9

BALLOT QUESTION

Should the voters, acting pursuant to M.G.L. chapter 71, section 16, subsection (n), approve the measure, appearing below, that was passed by the Ayer Shirley Regional School District Committee on October 4, 2012, as well as approve the incurring of debt, and consequent borrowing, in the amount of \$56,543,765.00, the amount of which debt/borrowing will be reduced by any grant amount set forth in a Project Funding Agreement that may be executed between the Ayer Shirley Regional School District and the Massachusetts School Building Authority ("MSBA"), said approvals being contingent on the successful passage by each of the towns of the Proposition 2 ½ debt exclusion spoken of in the last sentence of the measure appearing below?

That the Ayer Shirley Regional School District (the "District") hereby appropriates the amount of \$56,543,765.00 for the purpose of paying costs of an addition to and renovation of the Ayer Shirley Regional High School, 141 Washington Street, Ayer, MA 01432, including the payment of all costs incidental or related thereto. The new school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"),

said amount to be expended at the direction of the Ayer Shirley Regional School Building Committee. To meet this appropriation, the District is authorized to borrow said amount under and pursuant to Chapter 71, Section 16(n) of the General Laws, and the District Agreement, as amended, or pursuant to any other enabling authority, which borrowing shall not be effective until approved by the registered voters of the Towns of Ayer and Shirley in a special election to approve such borrowing in accordance with Chapter 71, section 16(n) of the General Laws. The District acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District; provided further that any grant that the District may receive from the MSBA shall not exceed the lesser of (1) seventy and one quarter percent (70.25%) of eligible, approved Project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA. The approval of the debt authorized by this vote shall not take effect until each of the member towns vote to exclude from the limitation on total taxes imposed by G.L. chapter 59, section 21C (Proposition 2½) the amounts required to pay the respective town's apportioned share of the principal and interest on the bonds to be issued pursuant to this vote.

November 17, 2012	Debt Exclusion for Shirley's Share of High School Renovation
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Total Ballots Cast: 1,381
Total Registered Voters: 4,118
Voter Turnout: 33.1%

Question 1 **YES: 937** NO: 437 BLANK: 7

Shall the Town of Shirley be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay its allocable share of the bond issued by the Ayer Shirley Regional School District in order to add to and renovate the Ayer Shirley Regional High School, 141 Washington Street, Ayer, MA 01432, including the payment of all costs incidental or related thereto?

April 30, 2013	Special State Primary - Senator in Congress
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Total Ballots Cast: 1,120
Total Registered Voters: 3,951
Voter Turnout: 28.3%

<i>DEMOCRATIC PARTY</i>		<i>REPUBLICAN PARTY</i>	
<i>Total Votes Cast:</i>	685	<i>Total Votes Cast:</i>	435
Senator in Congress		Senator in Congress	
Stephen F. Lynch	315	<i>Gabriel E. Gomez</i>	<i>250</i>
<i>Edward J. Markey</i>	<i>361</i>	Michael J. Sullivan	121
Blank	9	Daniel B. Winslow	49
		Blank	15

April 30, 2013 Annual Town Election

Total Ballots Cast: 1,196
Total Registered Voters: 3,951
Voter Turnout: 30.3%

Board of Selectmen - 3 yrs	
<i>David N. Swain</i>	849
Blank	342
Total # of Write-Ins	5
Board of Selectmen - 1 yr	
Enrico C. Cappucci	475
<i>Robert E. Prescott Jr.</i>	691
Blank	27
Total # of Write-Ins	3
Board of Assessors - 3 yrs	
<i>Ronald Marchetti</i>	849
Blank	345
Total # of Write-Ins	2
Board of Assessors - 1 yr	
<i>Paulette S. Arakelian</i>	551
Roderick Thurston	319
Blank	325
Total # of Write-Ins	1
Board of Health - 3 yrs	
<i>Joseph J. Howlett II</i>	864
Blank	329
Total # of Write-Ins	3
Constable - 3 yrs	
<i>Keith J. Keady</i>	702
Patricia A Krauchune	391
Blank	101
Total # of Write-Ins	2
Library Trustees - 3 yrs - Vote for Two -	
<i>Elizabeth C. Quinty</i>	925
<i>Kathryn M. Lyon</i>	28
Blank	1435
Total # of Write-Ins	4
Planning Board Associate (2 yrs)	
<i>Roderick Thurston</i>	789
Blank	405
Total # of Write-Ins	2

Planning Board - 5 yrs	
Failure to elect due to 8 single write in votes for 8 different individuals	
Sean Crockett	1
Neil Guthrie	1
William Callahan	1
Bob Prescott	1
Bob Gonyrnor	1
Jeffrey Allen	1
Wendy Ham	1
Susan Snyder	1
Total # of Write-Ins	8
Blank	1188
Recreation Committee - 3 yrs - Vote for Two -	
<i>James M. Howard</i>	817
<i>Frederick J. Gibbons</i>	20
Blank	1549
Total # of Write-Ins	6
Regional School District Committee - 3 yrs	
<i>James D. Quinty</i>	907
Blank	285
Total # of Write-Ins	4
Town Clerk - 3 yrs	
<i>Amy R. McDougall</i>	974
Blank	220
Total # of Write-Ins	2
Town Collector - 3 yrs	
<i>Holly J. Haase</i>	942
Blank	249
Total # of Write-Ins	5
War Memorial Trustee (Veteran) - 3 yrs	
<i>Norman G. Albert</i>	909
Blank	285
Total # of Write-Ins	2
War Memorial Trustee (Non Veteran) - 3 yrs	
<i>Theresa M. Richards</i>	905
Blank	290
Total # of Write-Ins	1

June 25, 2013 Special State Election
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Total Ballots Cast: 1,313
Total Registered Voters: 3,942
Voter Turnout: 33.3%

Senator in Congress	
<i>Gabriel E. Gomez</i>	749
Edward J. Markey	545
Richard A. Heos	15
Write-Ins	1
Blank	3

June 25, 2013 Special Town Election - Capital Exclusion and Prop 2 ½ Overrides

Total Ballots Cast: 1,304
Total Registered Voters: 3,942
Voter Turnout: 33.1%

Question 1: YES: 501 **NO: 776** BLANK: 27

Shall the Town of Shirley be allowed to assess an additional \$160,000 in real estate and personal property taxes for the purpose of purchasing an 40,000 lb. GVWR International Dump Truck for the fiscal year beginning July 1, 2013?

Question 2: YES: 584 **NO: 705** BLANK: 15

Shall the Town of Shirley be allowed to assess an additional \$20,000 in real estate and personal property taxes for the purpose of funding the Department of Public Works Wages Hourly for the fiscal year beginning July 1, 2013?

Question 3: YES: 457 **NO: 827** BLANK: 20

Shall the Town of Shirley be allowed to assess an additional \$8,503 in real estate and personal property taxes for the purpose of funding the Town Collector Wages Hourly for the fiscal year beginning July 1, 2013?

Minutes of the Special Town Meeting September 24, 2012

Moderator George Knittel opened the Special Town Meeting on Monday, September 24, 2012, at 7:15pm at the Ayer Shirley Middle School Auditorium, 1 Hospital Road, Shirley. Retired Fire Chief Alphee Levesque led the meeting in the Pledge of Allegiance. The Town Clerk had sworn the following people to serve as tellers: Mike Detillion, Alphee Levesque Jr., Joe Stanislav, and James Thibault. Barbara Masiero and Marjorie Marcinkewicz checked voters into the meeting. 127 voters had checked in by 7:45.

The Town Clerk confirmed for the Moderator that the warrant had been duly posted in accordance with state law and town bylaw. The Moderator asked members of the audience to obtain a copy of the warrant at the check-in area if they had not picked up a copy on their way in. He advised that the Town Meeting would be referring to information printed in warrant and sufficient copies were available for all attendees.

Courtney Hernandez moved to take Article 9 first. Motion seconded.

Hand vote: Moderator declared the motion approved by a 2/3 majority.

Joyce Reischutz, one of Shirley's members of the Regional School Committee, advised the meeting that no amendments could be made since Ayer would be voting on the same amendment to the Regional School District Agreement at the their town meeting on October 22.

Superintendent Carl Mock, a Shirley resident, presented an explanation of the article. Both towns would share proportionately and equitably on both the High School and Middle School debt.

Article 9. Amend Regional School District Agreement (Assessment of Debt Service)

Armand Deveau moved that the Town vote to amend Section VI, Subsection C.1.c. of the Ayer-Shirley Regional School District Agreement by adding a new Subsection (3), as set forth in the Warrant. David Swain seconded the motion.

The wording printed in the warrant was as follows:

(3) Contingent upon the approval by the Towns of Ayer and Shirley of the incurring of debt in the amount approved by the Regional School Committee in fiscal year 2013 for the renovation of the District's high school located in Ayer (referred to in the balance of this paragraph as the "High School Debt"), and contingent upon the successful passage of a Proposition 2½ debt exclusion by the voters of each town relative to said High School Debt, the following will occur. Commencing in fiscal year 2014, the assessment of capital costs on account of the High School Debt to the Town of Ayer will be increased by an additional annual amount (referred to in the balance of this paragraph as the "additional capital cost assessment") above the assessment to Ayer on account of said High School Debt that would normally occur under Section VI, subsection C,1,c,(2) of the Regional Agreement, and the assessment of capital costs assessed to the Town of Shirley on account of the High School Debt shall be decreased by a like amount in each fiscal year. Said additional capital cost assessment will be equal to a portion of the debt service payments that are due to be paid by the Town of Shirley in that same fiscal year on bonds issued for the original construction of the school which was formerly known as the Shirley Middle School. Said additional capital cost assessment will be calculated consistent with Section VI, subsection C,1,c,(2) of the Regional Agreement when that language is applied to the Middle School, and this additional capital cost adjustment shall continue so long as the school formerly known as the Shirley Middle School is used as the District's middle school, and until the bonds of the Town of Shirley attributable to said school are paid off. In fiscal year 2014, and in any subsequent fiscal year in which the amount of Shirley's capital cost assessment on account of the High School Debt would be reduced to less than zero, the amount of Ayer's capital cost assessment on the High School Debt that would have otherwise reduced Shirley's capital cost assessment below zero on account of the High School Debt shall be deposited into a separate stabilization fund of the District established in accordance with Chapter 71, Section 16G½ of the General Laws, the establishment of which is hereby approved, and will be applied by the District in future fiscal years to reduce capital cost assessments on the High School Debt to the Town of Shirley in such amounts as the District School Committee determines, after seeking input from the Selectmen of the Town of Shirley.

A hand counted vote was taken.

Yes: 113

No: 3

Moderator declared the motion passed by a majority vote.

Article 1. Pay Prior Year's Bill

Armand Deveau moved that the Town vote to appropriate \$47,313.18 to be expended by the department indicated in the Warrant, to pay a bill of a prior fiscal year for the purpose described in the Warrant, such appropriation to be provided by transfer from the General Stabilization Fund. David Swain Seconded.

The article as printed in the warrant indicated that the \$47,313.18 was to be expended by Public Buildings, from Line Item 192, to pay the FY12 Town sewer assessment in lieu of a betterment.

<u>Department</u>	<u>Line Item</u>	<u>Vendor Goods/Services</u>	<u>Amount (\$)</u>
Public Buildings	192	Sewer Commission Sewer Assessment	\$47,313.18

Principal Assessor Rebecca Boucher advised the meeting that a determination had been received from the Department of Revenue that the town was obligated to pay the Assessment. She showed a copy of the letter on the overhead screen so that the meeting could see it.

Hand vote: Moderator declared a unanimous vote in favor of the motion. Passed.

Article 2. Pay Prior Year's Bill

Armand Deveau moved that the Town vote to appropriate \$2,571.61 to be expended by the department indicated in the Warrant, to pay a bill of a prior fiscal year for the purpose described in the Warrant, such appropriation to be provided by transfer from Ambulance User Fees. David Swain Seconded.

The article as printed in the warrant indicated that the \$2,571.61 was to be expended from the Ambulance Enterprise Fund, Line Item 231, to pay Townsend Ford for ambulance repairs.

<u>Department</u>	<u>Line Item</u>	<u>Vendor Goods/Services</u>	<u>Amount (\$)</u>
Ambulance Ent. Fund	231	Townsend Ford Ambulance Repair	\$2,571.61

Repairs had been done to the Ambulance in June and the bills had come after the end of the fiscal year.

The Board of Selectmen and Finance Committee were in favor of the article.

Hand vote: Moderator declared a unanimous vote in favor of the motion. Passed.

Article 3. Amend Appropriations for the Current Fiscal Year

Armand Deveau moved that the Town vote to raise and appropriate \$111,202.62, to be expended by the departments indicated, in order to supplement the specified Line Items in their respective budgets for the current fiscal year as voted under Article 4 of the May 21, 2012 Annual Town Meeting. David Swain Seconded.

Moderator Knittel reviewed the budget line item by line item, giving meeting attendees the option to place a hold on lines they wanted further discussion on.

Holds were not requested for the following items:

Line Item #	Department/Account Name	FY13 Approved	Amendment	FY13 Revised
124	Personnel-Expenses	\$200.00	\$10,000.00	\$10,200.00
192	Public Buildings-Town Sewer Payment in Lieu of Betterment	\$0.00	\$46,538.00	46,538.00
711	General Fund Debt Service/Long-term Principal, Debt Excluded, 6/28/11	\$221,767.00	\$20,938.00	\$242,705.00
711	General Fund Debt Service/Long-term Interest, Debt Excluded, 6/28/11	\$53,935	\$324.28	\$54,259.28
711	General Fund Debt Service/Short-term Interest, Debt Excluded, 6/28/11	\$129,921	(\$23,904.98)	\$106,016.02
711	General Fund Debt Service/Short-term Interest, Not Excluded	\$0.00	\$523.07	\$523.07
711	General Fund Debt Service/Long-term Principal, Not Excluded	\$0.00	\$500.00	\$500.00
711	General Fund Debt Service/Long-term Interest, Not Excluded	\$0.00	\$283.25	\$283.25

Holds were requested for the following line items:

Line	Dept/Account Name	FY13 Approved	Amendment	FY13 Revised
211	Police Department-Salaries, Wages & Hourly (Union)	\$588,021.00	\$28,257.00	\$616,278.00
211	Police Department-Expenses	\$92,010.00	\$3,095.00	\$95,105.00
422	DPW-Wages Hourly, Public Works Assistant	\$16,468.00	\$6,177.00	\$22,645.00
541	Council on Aging-Wages Hourly, Director	\$18,792.00	\$6,677.00	\$25,469.00
611	Library-Salary, Appointed Position	\$43,270.00	\$4,652.00	\$47,922.00
914	Group Health Insurance-Expenses (for Police Officer)	\$653,195.00	\$7,143.00	\$662,719.00

The moderator advised that we would vote on the “non-held” items first and then vote on the held items after discussing them.

Armand Deveau moved that the Town vote to raise and appropriate \$55,201.62 to be expended by the departments indicated, in order to supplement the specified Line Items in their respective budgets for the current fiscal year as voted under Article 4 of the May 21, 2012 Annual Town Meeting. David Swain seconded.

Hand vote on the Non-Held Items: Moderator declared a unanimous vote in favor of the motion. Passed.

The “held” items were then discussed.

Moderator Knittel advised that he would bundle the three lines related to the police officer's position, since they were interdependent. This would be line item 211 Police Dept Salaries, Wages & Hourly (Union), 211 Police Department – Expenses, and 914 Group Health Insurance – Expenses.

Moderator Knittel asked for an explanation of the held Police line items. Selectmen Deveau reviewed statistics from the police department showing that the need for police officers has grown since last year. The added cost was to fund a police officer for the remainder of the year. He also advised that the only way that we could add a police officer and know that we'd have funding for the position going forward was to increase our taxes by passing a Proposition 2 ½ Override.

Mike Swanton of the Finance Committee also expressed concern regarding the sustainability of the funding for this position and for the other increases in hours proposed in the budget. By increasing taxes through overrides, we would create a revenue stream to fund the positions going forward. Therefore, the Finance Committee along with the Board of Selectmen were recommending overrides for the police position and the increased hours for existing positions.

Amendment 1: Mike Swanton moved to amend the amounts appropriated for the three items related to the police officer in Article 3 - line item #211 Police Department Salaries and Police Department Expenses and #914 Group Health Insurance – for a total of \$38,495.00 to be subject to a Proposition 2 ½ Override. Motion seconded.

Selectmen David Swain explained that the total annualized cost of the police officer is \$73,495. This would be the amount on the ballot for the position at the Override Election. The higher amount needs to be on the ballot so that there would be enough funding for the whole next year.

Principal Assessor Rebecca Caldbeck advised that if the override passes, the difference between the two amounts would not be used in the budget this year, but would be available in the tax base next year.

Moderator Knittel confirmed that the town meeting was only being asked to appropriate the funding for Dec 1 until June 30th which was \$38,495.

Rachel Sizer of Squannacook Rd expressed concern that the funds passed via the override could be used differently next year. In summary, the meeting was advised that the voters at future town meetings would have the ultimate say about how the funds would be spent.

Chip Guercio of Common Rd. asked for the annualized amounts of all the positions that could be on the override. Chief Administrative Officer David Berry advised that the annualized cost of all of the positions would be \$113,166.

Hand Vote: Majority vote in favor of Amendment 1

Amendment 2: Mike Swanton moved to amend Article 3, line 422, DPW- Wages Hourly, amount appropriated by \$6,177.00 subject to a Proposition 2 ½ Override. Motion seconded.

John Oelfke of Groton Rd advocated for not making the \$17,506 needed for the increased hours for the DPW, the Council on Aging and the Library subject to Proposition 2 ½ overrides. Funding was available for this year. The positions were existing, not new, and the hours could be cut back next fiscal year should funding not be available.

Mike Swanton responded that the approach recommended does not show favoritism for one position over another, is the most fiscally prudent course of action, and avoids potential

unemployment claims that could stem from reducing peoples' hours next year.

Various boards defended their requests for the additional hours, asserting that they were, indeed, needed. Discussion ensued whether the appropriate way to fund the hours was through an override or existing revenue. There were proponents on both sides.

Before the warrant was signed, the Selectmen had initially voted to recommend that the additional hours not be subject to a proposition 2 ½ override. However, they had since revoted the issue and now agreed with the Finance Committee that the hours should be subject to an override.

The additional cost for health benefits that would be available to the Council on Aging Director, since the position would be increased to more than 20 hours per week, was not added into the budget. John Oelfke advised that he did not intend to sign up for them. However, Selectmen Deveau advised that the amount that would be on the Prop 2 ½ Override question would include the cost of benefits. That would make the position sustainable for next year.

Counted Hand Vote: 57 in favor of the amendment , 36 against the amendment. Moderator declared a majority vote in favor of amendment. Amendment 2 passed.

Amendment 3: Mike Swanton moved to amend Article 3, line 541, Council on Aging – Wages Hourly, amount appropriated by \$6,677.00 subject to a Proposition 2 ½ Override. Motion seconded.

At 9:10, the meeting adjourned for 5 minutes so that Shirley Public Access could change the disk to continue recording the meeting. At 9:15, the meeting resumed.

John Oelfke, as Council on Aging Director, and Beth Quinty, as Chair of the Library Trustees, explained that they had both come to annual town meeting with these requests for additional hours. They had been asked to wait until the fall when it was expected that additional revenue would be available to cover them. Since that revenue was available, they urged the meeting not to make these hours subject to a proposition 2 ½ override.

Kevin Hayes made a motion to move the question on the amendment. ***Hand Vote: Unanimous vote in favor of moving the question.***

Hand Vote on Amendment 3: amendment failed to get majority vote.

The moderator explained that the original motion for line item # 541 the Council on Aging stood unamended. No further requests for discussion were requested for that line, so the moderator called for discussion of held line item #611.

Holly Haase of School Street asked if line item #422 could be reconsidered. Initially the Moderator said that no, that our town meeting policy prevented it. Jacquie Esielionis of Oakes Landing and Bryan Dumont of Lawton Rd. urged the moderator to rethink his decision since people seemed to be confused about what would happen after the last vote. John Oelfke of Groton Rd agreed and pointed out that past policy was to allow reconsideration as long as it was the same night of town meeting and there was no other article on the floor.

Moderator Knittel advised that it was not allowable.

However, Board of Selectmen Chair Armand Deveau, after conferring with town counsel, advised the moderator that in referring to the Town Meeting Procedures authored by Mr. Knittel reconsideration was possible.

Armand Deveau moved to reconsider Line item #422. Motion seconded.

Moderator Knittel reviewed the Procedures and advised that he had never done this before in the budget, since it can lead to numerous calls for reconsideration and delays in the meeting. The moderator read the four requirements of the procedure.

- a. Reconsideration or rescission may be moved by any voter at any time there is no other article on the floor, subject to the following restrictions.
- b. There should be a realistic expectation that, after further debate, a new vote may produce a different result.
- c. If a motion for reconsideration or rescission is approved by the voters, the matter will be the first order of business at the next session of the meeting. If there is no further session of the meeting, the matter will be taken up after all other articles have been considered and disposed of.
- d. A motion to reconsider or rescind may not be made for articles considered and disposed of at a previous session of the meeting.

The Moderator advised that he would allow a motion to reconsider after we had finished with all the held line items in this article. That would follow the rules, which he could not make exceptions to, but provide an opportunity for those who wish to revote #422.

The moderator explained that the original motion for line item # 541 the Council on Aging stood unamended at \$6,677 since the amendment to make it subject to a proposition 2 ½ override had failed. He asked the meeting if there was anything further to be said about #541 before moving on to #611 and then to a motion for reconsideration of #422.

Receiving no requests to amend or discuss #541, the moderator called for discussion of line item #611.

Amendment 4: Mike Swanton moved to amend Article 3, line 611, Library – Salary Appointed Position amount appropriated by \$4,652.00 subject to a Proposition 2 ½ Override.

Hand Vote: Moderator declared amendment failed for lack of a majority vote.

John Russell of Weatherbee Road pointed out that the figures in line #914 of the budget did not add up. Town Accountant Bobbi Jo Colburn advised that the FY13 Revised amount was incorrect and should have been \$660,338. The FY13 Approved amount and the Amendment amount were correct. The Moderator thanked Mr. Russell for pointing that out.

Motion to Reconsider: Bryan Dumont moved to reconsider line item #422 DPW Wages Hourly, Public Works Assistant. Motion Seconded.

When asked if the earlier motion to reconsider made and seconded by Armand Deveau was already on the floor, the moderator advised that he had not accepted the motion at the time it was made. He had advised that it would need to be made later, so Mr. Deveau's motion was not on the floor, Mr. Dumont's motion was.

The moderator reviewed the conditions for reconsideration and advised that they had been met. There was no other article (or line item in this case) on the floor. The moderator believed that there was a realistic expectation that after further debate a new vote may produce a different result. We were taking up the motion at the end: in the case of reconsidering an article, it would be after all other articles; in the case of line items, it would be after all other line items.

The moderator called for further discussion of line item #422.

It was pointed out to the moderator that we still needed to vote on the motion to reconsider. The moderator called for the vote.

Hand Vote on Motion to Reconsider: Moderator declared a majority vote in favor of the motion to reconsider.

The moderator advised that we were now back where we had approved making the increase in line item #422 subject to a Proposition 2 ½ Override.

John Rounds of Benjamin Road asked the moderator if he wanted a motion to annul the motion we had approved. Initially, the moderator said yes. However, Town Counsel, Gary Brackett, advised the moderator that by voting to reconsider, the meeting had brought us back to the point where the motion to make it subject to an override was on the floor. The moderator confirmed to Mr. Rounds that it was instead as if we had not voted on the motion yet.

John Rounds made a motion to move the question. Motion seconded. The moderator advised the meeting that if they did not want further discussion, he would accept the motion to move the question.

Hand Vote on Motion to Move the Question: Moderator declared passed by 2/3 majority.

The moderator reviewed the amendment, explaining that a yes vote made it subject to a prop 2 ½ override and a no vote made it not subject to an override.

Hand Vote on the Amendment making the \$6,177 of line item #422 subject to an override: Moderator declared a majority vote against the motion. In reconsidering the motion, the motion failed, and the \$6,177 stood unamended.

The moderator advised that we would then vote on the “held” items.

Armand Deveau moved that the Town vote to raise and appropriate \$56,001 to be expended by the departments indicated, in order to supplement the specified Line Items in their respective budgets for the current fiscal year as voted under Article 4 of the May 21, 2012 Annual Town Meeting, with \$38,495 of said amount to be subject to a Proposition 2½ override.

Hand vote: Moderator declared the motion passed by majority vote in favor.

Moderator asked the meeting whether they wanted to stay to finish the meeting or adjourn until the next night at 7:15pm. **Moderator declared a majority vote in favor of staying to finish the business of the meeting.**

Article 4. Appropriate for Purchase of New Police Cruiser for FY13

Armand Deveau moved that the Town vote to raise and appropriate the sum of \$33,500 to purchase a new police cruiser, to be expended by the Police Department. David Swain Seconded.

The Board of Selectmen and Finance Committee were in favor of the article.

Hand vote: Moderator declared 2/3 majority in favor of the motion. Passed.

Article 5. Appropriate for New Pick-up Truck for FY13

Armand Deveau moved that the Town vote to raise and appropriate the sum of \$40,250 to purchase a new pick-up truck, to be expended by the Department of Public Works. David Swain Seconded.

The Board of Selectmen and Finance Committee were in favor of the article.

Hand vote: Moderator declared a unanimous vote in favor of the motion. Passed.

Article 6. Appropriate for Repair of Drainage onto Harvard Road

Armand Deveau moved that the Town vote to raise and appropriate the sum of \$15,000 to repair drainage structures within a Town easement on the property located at 71 Harvard Road, to be expended by the Department of Public Works. David Swain Seconded.

The Board of Selectmen and Finance Committee were in favor of the article.

Hand vote: Moderator declared a unanimous vote in favor of the motion. Passed.

Article 7. Amend Article VII, Section 14 of the Town By-Laws by Replacing Existing Section 14

Armand Deveau moved that the Town vote to amend Article VII, Section 14 of the Town By-Laws by replacing existing Section 14, as set forth in the Warrant. David Swain Seconded.

The new section 14 as printed in the Warrant was follows:

No person shall drink from or possess an open container of any alcoholic beverage as defined in Chapter 138, Section 1 of the Massachusetts General Laws, while on, in, or upon any public way, sidewalk, or upon any way to which the public has a right of access, or a public park, playground, or any private land or place without the consent of the owner or person in control of such public or private land or place. All alcoholic beverages being used in violation of this bylaw shall be seized and safely held until final adjudication of the charges against the person or persons arrested or summoned before the court. Upon final adjudication of the charges against the person or persons arrested or summoned, and upon direction of the adjudicating authority, such alcoholic beverage shall be returned to the person entitled to lawful possession. Such alcoholic beverages must be claimed by said person with seven (7) days after final adjudication, or they shall be destroyed by the seizing authority. Violation of this bylaw is punishable by a fine of not less than fifty (\$50) dollars for the first offense, and by a fine of not more than one hundred (\$100) dollars for a second or subsequent offenses.

The Board of Selectmen and Finance Committee were in favor of the article.

Hand vote: Moderator declared a unanimous vote in favor of the motion. Passed.

Article 8. Amend Article VII of the Town By-Laws by Adding New Section 16

Armand Deveau moved that the Town vote to amend Article VII of the Town By-Laws by adding a new Section 16, as set forth in the Warrant. David Swain Seconded.

The new section 16 as printed in the Warrant was as follows:

No person shall smoke, ingest, or otherwise use or consume marijuana or tetrahydrocannabinol (as defined in Chapter 94C, Section 1 of the Massachusetts General Bylaws, as amended) while in or upon any street, sidewalk, public way, footway, passageway, stairs, bridge, park,

playground, beach, recreation area, boat landing, public building, school house, school grounds, cemetery, parking lot, or any area owned by or under the control of the Town; or in or upon any bus or other passenger conveyance operated by a common carrier; or in any place accessible to the public. The fine for violation of this bylaw shall be three hundred dollars (\$300) for each offense. Any penalty imposed under this bylaw shall be in addition to any civil penalty imposed under Chapter 94C, Section 32L of the Massachusetts General Laws, as amended.

The Board of Selectmen and Finance Committee were in favor of the article.

Hand vote: Moderator declared a 2/3 majority in favor of the motion. Passed.

Article 10. Transfer Land for Sale/Conveyance by Selectmen (Parcels 82-C-6 and 121-B-1)

Armand Deveau moved that the Town vote to transfer to the Board of Selectmen, for the purpose of sale or conveyance, the care and custody of Parcels 82-C-6 and 121-B-1, and authorize the Board of Selectmen to sell or convey said property. David Swain Seconded.

The Board of Selectmen and Finance Committee were in favor of the article.

Hand vote: Moderator declared a unanimous vote in favor of the motion. Passed.

Article 11. Transfer to the General Stabilization Fund for FY13

Armand Deveau moved that the Town vote to transfer **\$46,208.68** to the General Stabilization Fund by a transfer from raise and appropriate. David Swain Seconded.

The Board of Selectmen and Finance Committee were in favor of the article.

Hand vote: Moderator declared a unanimous vote in favor of the motion. Passed.

Article 12. Transfer to the Capital Stabilization Fund for FY13

Armand Deveau moved that the Town vote to transfer **\$46,208.68** to the Capital Stabilization Fund by a transfer from raise and appropriate. David Swain Seconded.

The Board of Selectmen and Finance Committee were in favor of the article.

Hand vote: Moderator declared a unanimous vote in favor of the motion. Passed.

David Swain moved to dissolve the meeting. Motion seconded.

Voice vote: Moderator declared a majority vote in favor of the motion. Passed.

The moderator declared the meeting dissolved at 10:25pm

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<p>Minutes of the Annual Town Meeting May 20, 2013</p>

Moderator George Knittel opened the Annual Town Meeting on Monday, May 20, 2013 at 7:15 pm at the Ayer Shirley Middle School Auditorium, 1 Hospital Road. Mike Detillion led the meeting in the Pledge of Allegiance. The Town Clerk had sworn the following people to serve as tellers: Cliff Bailey, Mike Detillion, Alpee Levesque, and James Thibault. Election worker

Barbara Masiero Registrar of Voters Bob Huxley checked voters into the meeting. 99 voters were present at 8:00 pm. 104 voters had checked in by the end of the evening.

Gary Brackett of Town Counsel Brackett and Lucas was in attendance and seated at the table on the stage with the Selectmen.

The Town Clerk confirmed for the Moderator that the warrant had been duly posted. The Moderator asked members of the audience to obtain a copy of the warrant at the check-in area if they had not picked up a copy on their way in. He advised that the Town Meeting would be referring to information printed in warrant and sufficient copies were available for all attendees.

Article 1. Accept Annual Town Report

David Swain moved that the Town vote to accept the Reports of the Selectmen and other Town Officers for the Fiscal Year July 1, 2011 through June 30, 2012, as published and promulgated, a copy having been filed in the Office of the Town Clerk. Bob Prescott seconded the motion.

Finance Committee and the Board of Selectmen recommended favorable action.

Hand vote: Moderator declared that the motion passed by a majority vote..

Article 2. Amend Fiscal Year 2013 Budget Vote

David Swain moved that the Town vote to amend the FY2013 Budget Vote, as previously appropriated under Article 4 of the May 21, 2012 Annual Town Meeting, by changing the funding source of \$105,371.30 from Raise and Appropriate to Free Cash. Bob Prescott seconded the motion.

Finance Committee and the Board of Selectmen recommended favorable action.

Hand vote: Moderator declared that the motion passed by a majority vote.

Article 3. Amend Appropriations for the Current Fiscal Year

David Swain moved that the Town vote to amend the amount appropriated under Article 6 of the May 21, 2012 Annual Town Meeting for FY2013 by increasing Line Item #423 – “Snow and Ice Removal Expenses” by \$30,000 to a revised budget of \$109,000 and that such sum be transferred from free cash. Bob Prescott seconded the motion.

Finance Committee and the Board of Selectmen recommended favorable action.

Hand vote: Moderator declared that the motion passed by a majority vote.

Article 4. Accept Local Option Meals Excise

David Swain moved that the Town vote to accept the provisions of M.G.L. Chapter 64L, Section 2, authorizing the town to impose local sales tax at the statutory rate of three-quarters of a percent (0.75%) on the sale of restaurant meals originating within the Town. Bob Prescott seconded the motion.

Finance Committee and the Board of Selectmen recommended favorable action.

Hand vote: Moderator declared 2/3 majority in favor of the motion. Article passed.

Article 5. Accept Salary Classification Plan and FY2014 Wage Scale

David Swain moved that the Town vote to:

- a) Accept the Salary Classification Plan as set forth in Appendix A in the Warrant;
- b) Amend the FY2013 Wage Scale by increasing rates of pay for each grade and step by one and one-half percent (1.5%), effective July 1, 2013, as set forth in Appendix C in the Warrant; and
- c) Raise and Appropriate \$44,000 to be expended by the respective departments to fund said percentage increase and step increases, and increases for elected personnel, and all contractual and non-contractual non-union employees of the town.

Bob Prescott seconded the motion.

Finance Committee and the Board of Selectmen recommended favorable action.

The FY2014 Salary Classification Plan (Appendix A) and the FY2014 Wage Scale (Appendix C) are included at the end of these minutes for reference.

Hand vote: Moderator declared 2/3 majority in favor of the motion. Article passed.

Article 6. Appropriate Omnibus Operating Budget for FY2014

Frank Kolarik moved that the Town appropriate \$11,499,950 for the Omnibus Operating Budget of the Town for the period beginning July 1, 2013 through June 30, 2014, in order to defray the operations and other necessary and proper charges, costs, and expenses of the Boards, Commissions, Committees, Officers, and Departments of the Town, together with the payment of debt service, for said Fiscal Year 2014, with each item considered to be a separate appropriation, as set forth in the Warrant;

and further, that the Town authorize the Board of Selectmen, with the concurrence of the Finance Committee, to transfer funds among line items defined within the budget, provided that such transfers shall only occur within the last two months of the fiscal year, and the total transfer amount shall not be more than 1% of the total budget amount, and provided further, that any such transfer shall require a majority vote of each of the Board of Selectmen and the Finance Committee at a duly posted public meeting.

Such amounts to be provided by taxation and/or by transfer from available funds (Free Cash, Stabilization Fund, etc.).

Mike Swanton seconded the motion.

Frank Kolarik made a 15-minute presentation about the status of the town's finances. The Town has been in a persistent trend over a number of years where our revenue is inadequate to cover the cost of the services we want to provide as a town. This is due to a number of factors. The amount of unrestricted state aid the town will receive for FY2014 is \$658,000 less than we received in FY2008. New growth has also steadily declined throughout the recession.

To cover the shortfall each year, we have attempted to adapt our level of services, by making reductions in staff and expenses. We have also used one-time revenue sources such as non-recurring free cash, sale of gravel and sale of town-owned property for operating and capital expenses. We have allocated all but \$15,000 of the MCI mitigation funds the town received

when the prisons expanded. Non-reoccurring revenue should be counted on for budgetary expenditures and should be used instead to replenish our reserve fund for emergencies.

The town will continue to face “structural deficits” year after year without a replacement for the lost revenue. We need to get to a point where we are self-sufficient and self-sustaining given this new normal of a reduced level of state aid.

Moderator Knittel reviewed the budget line item by line item, giving meeting attendees the option to place a hold on lines they wanted further discussion on.

Holds were requested for the following line items:

Line #	Department/Account Name
146	Town Collector
321	Nashoba Valley Technical High School
331	Ayer Shirley Regional School District
422	Department of Public Works
541	Council on Aging

The moderator advised that we would vote first on the items that had not been held; then, after discussing the held items, we would vote on those separately.

David Swain moved that the Town vote to appropriate **\$5,111,261.00** for the Omnibus Operating Budget of the Town for the period beginning July 1, 2013 through June 30, 2014 in order to defray the operations and other necessary and proper charges, costs, and expenses of the Boards, Commissions, Committees, Officers, and Departments of the Town, together with the payment of debt service, for said Fiscal Year 2014, with each item considered to be a separate appropriation, all as set forth in the Warrant, such amounts to be provided by:

\$ 4,609,811.50	from Raise and Appropriate
\$ 436,024.70	to be appropriated from Free Cash
\$ 2,400.00	to be appropriated by a transfer from the Town’s Sale of Cemetery Lots Receipts Account
\$ 11,100.00	to be appropriated by a transfer from the Perpetual Care Account
\$ 198.54	to be appropriated by a transfer from the School Bond Premium Reserve
\$ 7,000.00	to be appropriated by a transfer from the Dog Officer Revolving Fund
\$ 1,616.00	to be appropriated by a transfer from the Wetlands Filing Fee Account
\$ 2,754.00	to be appropriated by a transfer from the Recreation Basketball Revolving Fund
\$ 2,000.00	to be appropriated by a transfer from Summer in Shirley Program Revolving Fund
\$ 6,000.00	to be appropriated by a transfer from the Benjamin Hill Swimming Revolving Fund.
\$ 32,356.26	to be appropriated by a transfer from the Massachusetts School Building Assistance Program Debt Reserve Account.

and further, that the Town authorize the Board of Selectmen, with the concurrence of the Finance Committee, to transfer funds among line items defined within the budget, provided that such transfers shall only occur within the last two months of the fiscal year, and the total transfer amount shall not be more than 1% of the total budget amount; and provided further, that any such transfer shall require a majority vote of each of the Board of Selectmen and the Finance Committee at a duly posted public meeting. Motion seconded by Bob Prescott.

Hand Vote: Moderator declared 2/3 majority vote in favor. Motion passed.

Discussion then turned to the held items.

#146 Town Collector

Amendment 1 Holly Haase moved to make the total operating budget for line item 146 Town Collector \$108,687.00. Motion seconded.

Holly explained that the increase would pay for 7 additional hours per week for the Assistant Collector to restore hours. The position had been 32 hours per week in 2003 and had been reduced during hard times to 20 hours. Since then, the office had seen an increase in its workload: including collecting sewer betterments and sewer usage fees, reporting outstanding tax amounts to mortgage companies quarterly, and collecting more excise bills than before (7,000 now vs. 5,500 in 2003).

Amendment to Amendment 1 – (Amendment 2) Frank Kolarik moved to make the difference of \$8,503 subject to a Proposition 2 1/2 Override. Motion seconded.

Hand vote on Amendment to Amendment 1 - Amendment 2: Moderator declared majority vote in favor of making the difference subject to Prop 2 ½ override. Motion carried.

Hand Vote on Amendment 1: moderator declared 2/3 vote in favor. Amendment passed.

John Oelfke questioned whether we had just passed two conflicting amendments, the second subject to an override and the first with raise and appropriate as the funding source. The Moderator and Town Council confirmed that proper procedure had been followed, and that the higher amount had been voted subject to a Proposition 2 ½ Override.

#321 Nashoba Valley Technical High School

Kevin Hayes asked for an explanation of the increase in the budget since 2011, but made no amendment. The Superintendent of the school advised that Shirley's assessment is based on the number of students attending the school and there had been a growth in the number of students from Shirley.

#331 Ayer Shirley Regional School District

The Regional School District explained how it had arrived at its budget. No amendment made.

#422 Department of Public Works

Amendment 1 David Swain moved to amend article 6, line item #422 Department of Public Works wages Hourly Seasonal to total amount from \$0 to \$20,000, said amount be subject to a proposition 2 ½ general override, which amends the Public Works total of \$245,264 to \$265,264. Motion seconded.

In light of the three Department of Public Works staff members nearing retirement age and the reduced level of staffing in that department (down from 6 members and a Director just a few years ago), the Board of Selectmen felt that it would be prudent to add part time seasonal workers. The workers would be used on an as needed basis and would be able to learn from the current staff while they are still there. All of our current workers joined the department in this way.

The moderator pointed out that the amendment cannot specify the sub line item, only the total, since we have an omnibus budget. David Swain agreed to amend the motion.

Revised Amendment 1: David Swain moved to amend article 6, line item #422 Department of Public Works total from \$245,264 to \$265,264 subject to a proposition 2 ½ override.. Motion seconded.

Finance Committee recommended favorable action.

Hand vote on Amendment 1: Moderator declared 2/3 majority in favor of motion. Motion passed.

#541 Council on Aging

Senior Center Director John Oelfke explained that they needed a janitor and that it was his understanding that whether he would be able to continue to use a participant of the senior work of program was uncertain. Therefore he proposed two amendments to cover the cost.

Amendment 1. John Oelfke moved to amend article 6, Line Item 541 to read \$51,030. Motion seconded.

Amendment 2 John Oelfke moved to amend article 6, Line Item 541 to read \$51,029 subject to a \$4,699 Proposition 2 1/2 override.

Discussion followed in which it was explained that the senior work off program would indeed be continuing during the second part of the year and could be used for the position, therefore the budget amendment was not needed.

As a result, John Oelfke agreed to withdraw both of his amendments. The person who seconded the motion agreed to having the motion withdrawn as well. The moderator asked the rest of the meeting if there were any objections. There were none, so he accepted the withdrawal of the motions.

The Moderator advised that all of the held items had been discussed and that we would next vote on the motion to appropriate funding for the held items.

David Swain moved to see if under article 6 that the town will vote to raise and appropriate \$6,417,192 for the Omnibus Operating Budget for the Fiscal Year 2014, with 28,503 subject to a Proposition 2 1/2 Override. Motion seconded by Bob Prescott.

Hand Vote on Motion to Fund Held Items: Moderator declared unanimous vote in favor. Motion passed.

Note: The FY2014 budget as passed is included at the end of these minutes for reference.

Article 7 Appropriate Omnibus War Memorial Trustees Budget

Theresa Richards moved that the town vote to take no action on article 7. Motion seconded.

Hand Vote: Moderator declared 2/3 majority in favor of taking no action. Motion passed.

Article 8. Appropriate Omnibus Sewer Department Budget for FY2014

David Swain moved that the Town vote to appropriate \$1,509,608 to be expended by the Sewer Commissioners, as and for the budget of the Sewer Department for the period from July 1, 2013 through June 30, 2014, in order to defray the operations and other necessary and proper charges, costs, and expenses of the Sewer Department for said Fiscal Year 2014 as set forth in the Warrant; such amounts to be provided from estimated revenues of \$892,110 from betterment assessments, from an estimated \$457,498 of user fees, and from \$160,000 of retained earnings. Motion seconded by Bob Prescott.

Line 442: FY2014 Sewer Department Budgets

Description	Appropriated FY13	Requested FY14
Wages, Hourly	\$ 31,264	\$ 32,115
Health Insurance	\$ 16,560	\$ 18,484
Medicare	\$ 554	\$ 582
Contracted Services/Operations & Maintenance	\$ 483,290	\$ 449,617
General Operations/User Expenses	\$ 86,700	\$ 86,700
Reserve Fund	\$ 29,691	\$ 30,000
Capital Assessments & Debt Service/Betterment Expenses	\$ 882,150	\$ 892,110
Total Sewer Department	\$1,530,209	1,509,608
Indirect Cost Expenses	\$40,429	\$40,429
Total Sewer Department Spending	1,570,683	1,550,037

Finance Committee and the Board of Selectmen recommended favorable action.

Hand Vote: Unanimous vote in favor; Motion passed.

Article 9. Appropriate Ambulance Department Budget for FY2014

David Swain moved that the Town vote to appropriate \$121,924 to be expended by the Ambulance Department for the period from July 1, 2013 through June 30, 2014 to defray the operations and other necessary and proper charges, costs, and expenses of the Ambulance Department for said Fiscal Year 2014, as set forth in the Warrant; such amounts to be provided from an estimated \$41,924 of retained earnings and \$80,000 of user fees charged by the Ambulance Department. Motion seconded by Bob Prescott.

Line 231: FY2014 Ambulance Department Budgets

Description	Appropriated FY13	Requested FY14
Salary, Ambulance Director	\$ 13,198	\$ 13,396
Wages, Hourly – On-call EMT's, Billing Clerk	\$ 39,075	\$ 39,273
EMT Stipends	\$ 1,800	\$ 1,800
Health Insurance	\$ 32,652	\$ 36,967
Medicare	\$ 750	\$ 788
Expenses	\$ 29,250	\$ 24,700
Reserve Fund	\$ 4,313	\$ 5,000
Total Ambulance Department	\$ 121,038	\$ 121,924
Indirect Cost Expenses	\$ 49,967	\$ 39,967
Total Ambulance Department Spending	\$ 171,005	\$ 161,891

Finance Committee and the Board of Selectmen recommended favorable action.

Hand Vote: Unanimous vote in favor; Motion passed.

Article 10. Appropriate Curbside Solid Waste/Recycling Budget for FY2014

David Swain moved that the Town vote to appropriate \$224,464, to be expended by the Board of Health for the period of July 1, 2013 through June 30, 2014 to defray the operations and other necessary and proper charges, costs, and expenses associated with the Solid Waste/Recycling Curbside Collection Program; such amount to be provided from an estimated \$189,252 in user fees, and \$35,212 of retained earnings. Motion seconded by Bob Prescott.

Line 443: FY2014 Solid Waste/Recycling Curbside Collection Budgets

Description	Appropriated FY13	Requested FY14
Expenses	\$224,464	\$224,464
Total Solid Waste/Recycling Curbside Collection	\$224,464	\$224,464

Finance Committee and the Board of Selectmen recommended favorable action.

Hand Vote: Unanimous vote in favor; Motion passed.

Article 11. Approve Five-year Capital Improvement Plan & Capital Budget for FY2014

David Swain moved that the Town vote to approve the FY2014 Capital Budget with Funding Sources, together with the ensuing four years, said five-year plan known as the Shirley FY2014-FY2018 Capital Improvement Plan as set forth in Appendix E in the Warrant. Motion seconded by Bob Prescott.

Rebecca Boucher, member of the Finance Committee and Principal Assessor, gave a 10-minute presentation showing the items in the capital plan and explaining the proposed funding sources.

Finance Committee and the Board of Selectmen recommended favorable action.

Hand Vote: Moderator declare 2/3 majority in favor. Motion passed.

Note: Attached to these minutes is a copy of Appendix E to the warrant – Shirley FY2014-FY2018 Capital Improvement Plan” which shows the FY2014 Capital Budget with Funding Sources.

Since it was close to 10pm, the moderator polled the town meeting attendees to see if they wanted to continue on or adjourn until the next night. It was estimated that we would need another 30-40 minutes to complete the business of the meeting. The majority wanted to continue.

Article 12. Appropriate for FY2014 Capital Budget

The moderator divided the question into separate parts because the quantum of vote required was not the same on all of the items.

a.) David Swain moved to see if the Town will vote to appropriate the sum of \$160,000 to purchase an International Plow Sander Dump Truck, to be expended by the Board of Selectmen, and that the appropriation is expressly contingent upon the Town voting to approve a capital

outlay expenditure exclusion referendum question held under Proposition 2 1/2, so called, for the Fiscal Year beginning July 1, 2013, at a town election to be held. Motion seconded by Bob Prescott.

Hand vote: Unanimous vote in favor. Motion passed.

b). David Swain moved to see if the will town vote to appropriate the sum of \$20,000 from the Capital Stabilization Fund to paint the Dump Truck Bodies, to be expended by the Department of Public Works. Motion seconded by Bob Prescott.

Hand vote: Moderator declared 2/3 majority vote. Motion passed.

c.) David Swain move to see if the Town will vote to appropriate the sum of \$11,423 from the Capital Stabilization Fund to replace the flooring in the police station, to be expended by the Police Department. Motion seconded by Bob Prescott.

Hand vote: Moderator declared 2/3 majority vote. Motion passed.

d.) David Swain moved to see if the Town will vote to appropriate the sum of \$36,500 from the Sale of Real Estate Account to purchase a police cruiser, to be expended by the Police Department. Motion seconded by Bob Prescott.

Hand vote: Moderator declared 2/3 majority vote. Motion passed.

e.) David Swain moved to see if the Town will vote to appropriate the sum of \$91,276 from the Sale of Real Estate Account to replace and update the Town's information technology system, to be expended by the Board of Selectmen. Motion seconded by Bob Prescott.

Hand vote: Moderator declared 2/3 majority vote. Motion passed.

Article 13. Repurpose the Capital Plan for the War Memorial Building

Theresa Richards moved that the Town vote to reallocate \$29,704.58 that was previously appropriated and raised by borrowing under Article 8(D) of the Warrant at the 2002 Annual Town Meeting held on June 3, 2002, which sum was initially borrowed to pay costs of renovating the kitchen and lavatory on the bottom floor of the War Memorial Building, but which is insufficient to complete that project, to pay costs of boiler replacement, energy conservation repairs, replacement of carpet, bathroom repairs or any other building renovations at the War Memorial Building as permitted by the provisions of the M.G.L. Chapter 44, Section 20. Motion seconded.

Mrs. Richards explained that the Trustees had determined that, at present, there was less value in renovating the kitchen and downstairs lavatories in the building as compared to other renovations such as those listed in the article. The higher priorities had become building security, handicapped accessibility, and energy conservation.

War Memorial Trustee Normal Albert made a video presentation about the history and value of the War Memorial Building.

Finance Chairman Frank Kolarik advised that the Finance Committee recommended favorable action with the caveat that the repairs should not apply to areas of the building not accessible to the public. Selectmen David Swain advised that, based upon the list of items and proposed costs the War Memorial Trustees had provided to the Board of Selectmen that day, all planned changes were in public areas and the Board of Selectmen supported the article.

Hand vote: Unanimous vote in favor. Motion passed.

Article 14. Authorize Transfers for Managing Debt

David Swain moved that the Town vote to authorize the Treasurer, with the approval of the Selectmen and the Finance Committee, to transfer funds among Line Item #711, Debt Service (Long-term Principal and Interest and Short Term Interest), and Line #712, Debt Issue Cost (Expense) in the Budget for Fiscal Year 2014; provided that such transfers remain within the total appropriations for these Line Items and Sub-accounts. Motion seconded by Bob Prescott.

Finance Committee and the Board of Selectmen recommended favorable action.

Hand Vote: Unanimous vote in favor; article passed.

Article 15. Renew Limited Additional Property Tax Exemption for Qualified Persons

David Swain moved that the Town accept the provisions of Chapter 73, Section 4, of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, to allow an additional property tax exemption, which shall be uniform for all exemptions, but not to exceed more than a 100% additional property tax exemption, for Fiscal Year 2014, for those who qualify (persons who are blind, infirm, orphaned, over 70 years of age, widowed, etc.) under Chapter 59, Section 5, of the Massachusetts General Laws. Motion seconded by Bob Prescott.

Finance Committee and the Board of Selectmen recommended favorable action.

Hand Vote: Unanimous vote in favor; article passed.

Article 16 Accept the Solar Transmission Lease

David Swain moved that the Town vote to authorize the Board of Selectmen to lease a portion of the land along and under Walker Road for the transmission of solar electricity upon such terms and conditions as the Selectmen determine to be in the best interests of the Town of Shirley. Motion seconded by Bob Prescott.

Finance Committee and the Board of Selectmen recommended favorable action.

Hand Vote: Unanimous vote in favor; article passed.

Article 17 Accept Deed or Deeds on Abigail Lane, Map 97, Parcel B

David Swain moved that the Town vote to authorize the Board of Selectmen to accept a deed or deeds from Robert E. Decot and any and all other owners thereof in lieu of foreclosure to the following parcels of land which are subject to tax takings held by the Treasurer for unpaid real estate taxes, as allowed by and in compliance with M.G.L. Chapter 60, Section 77C, as set forth in the warrant. Motion seconded by Bob Prescott.

The parcels listed in the warrant were as follows:

Approximately 0.921 Acres on Abigail Lane, shown on Assessors' Map 97, as Parcel B-13.1
Approximately 0.929 Acres on Abigail Lane, shown on Assessors' Map 97, as Parcel B-13.2
Approximately 5.52 Acres on Abigail Lane, shown on Assessors' Map 97, as Parcel B-13.3
Approximately 0.919 Acres on Abigail Lane, shown on Assessors' Map 97, as Parcel B-13
Approximately 1 Acre on Abigail Lane, shown on Assessors' Map 97, as Parcel B-13.4

Finance Committee and the Board of Selectmen recommended favorable action.

Hand Vote: Unanimous vote in favor; article passed.

Article 18. Sale/Conveyance of Land - Main Street-Municipal Parking Lot

David Swain moved that the Town transfer to the Board of Selectmen, for the purpose of sale, the care and custody and control of approximately 2.00 acres, more or less, of the Town owned land located on Main Street and shown on the Shirley Assessor's Maps as parcel 16-D-1, for the purpose of renting, conveying or otherwise disposing of said property, and to authorize the Board of Selectmen to rent, convey or otherwise dispose of said property in accordance with such terms and conditions as are determined by the Board of Selectmen to be in the best interest of the Town. Motion seconded by Bob Prescott.

Hand Vote: Moderator declared 2/3 majority vote in favor. Article passed.

Article 19. Establish and Re-establish Departmental Revolving Funds

David Swain moved that the Town vote to establish and re-establish the Departmental Revolving Funds described in paragraphs a) through n) of Article 19 of the Warrant for Fiscal Year 2014, in accordance with Chapter 44, Section 53E½ of the Massachusetts General Laws for the purposes, and subject to the expenditure limits as set forth in the Warrant. Motion seconded by Bob Prescott.

The moderator read the name of each fund and the amount requested to give people the opportunity to request a hold on any for discussion. No holds were requested.

A list of the revolving funds as printed in the warrant is below.

A. Council on Aging Van Service (Re-establish)

Fiscal Year Expenditure \$52,000

Limit:

Authorized Department: Council on Aging.

Program or Purpose: Van Service for transporting the elderly and disabled.

Revenue Source: Fees, Fares or Reimbursement from Montachusett Regional Transportation Authority

B. Advertising & Postage Costs Advanced by Applicants (Re-establish)

Fiscal Year Expenditure \$5,000

Limit:

Authorized Department: Relevant Departments

Program or Purpose: Pass-through account for legal advertisements and postage funded by applicants for licenses, permits, etc.

Revenue Source: Charges, costs, and fees advanced or reimbursed by applicants in connection with applications for licenses, permits, variances, or other matters.

C. Dog Licensing & Other Expenses (Re-establish)

Fiscal Year Expenditure \$4,500

Limit:

Authorized Department: Town Clerk, Dog Officer.

Program or Purpose: Dog Licensing & other expenses relating to dogs.

Revenue Source: Fees for licensing dogs.

D. Boarding & Caring for Impounded Dogs (Re-establish)

Fiscal Year Expenditure \$5,000

Limit:

Authorized Department: Police Department.

Program or Purpose: Boarding and caring for impounded dogs.

Revenue Source: Fines and payments by owners for boarding dogs

E. Wetlands By-law Expenses (Re-establish)

Fiscal Year Expenditure \$25,000

Limit:

Authorized Department: Conservation Commission.

Program or Purpose: Pass-through account for expert engineering and consulting services retained by the Conservation Commission for review of applications under the Wetlands By-law.

Revenue Source: Costs and fees advanced by applicants.

F. Fees & Expenses of Animal Control Officer (Re-establish)

Fiscal Year Expenditure \$3,000

Limit:

Authorized Department: Board of Health

Program or Purpose: Pass-through account for paying the Animal Control Officer's stipend, fees and other expenses.

Revenue Source: Fees and charges assessed to owners for the inspection of domestic animals in accordance with Massachusetts General Laws Chapter 129, Section 19.

G. Fees for Deputy Collector (Re-establish).

Fiscal Year Expenditure \$15,000

Limit:

Authorized Department: Town Collector.

Program or Purpose: Pass-through account to pay statutory fees earned by the Town's Deputy Collector (independent contractor).

Revenue Source: Fees added to and paid with overdue bills.

H. Fees & Expenses of Field Driver (Re-establish)

Fiscal Year Expenditure \$2,000

Limit:

Authorized Department: Police Department.

Program or Purpose: Pass-through account for paying the fees and expenses of the Town's Field Driver.

Revenue Source: Charges assessed to owners for collecting, transporting, and impounding their strayed animals.

I. Fees & Expenses of Police Lock-up (Re-establish)

Fiscal Year Expenditure Limit: \$5,000

Authorized Department: Police Department.

Program or Purpose: Pass-through account for providing lock-up facilities to other governmental entities.

Revenue Source: Fees paid for use of cells

J. Expenses of Planning Board (Re-establish)

Fiscal Year Expenditure Limit: \$40,000
Authorized Department: Planning Board.
Program or Purpose: Pass-through account for expert engineering, other consulting services & for legal advertising required & expenses incurred by the Planning Board for review of applications under its Subdivision Control Regulations.
Revenue Source: Costs and fees advanced by applicants.

K. Expenses of Recycling (Re-establish)

Fiscal Year Expenditure Limit: \$3,000
Authorized Department: Board of Health.
Program or Purpose: Pass-through account for expenses of recycling cardboard, glass, metals, paper, plastics, etc.
Revenue Source: Payments for recycled materials

L. Expenses of Recreational Fields (Re-establish)

Fiscal Year Expenditure Limit: \$25,000
Authorized Department: Recreation Fields Committee
Program or Purpose: For the costs of maintenance, equipment & supplies, renovation and/or improvements to any and all Town owned Recreation fields, including related design services
Revenue Source: Fees, Donations, Gifts

M. Council on Aging Medical Transport Expenses (Re-establish)

Fiscal Year Expenditure Limit: \$3,500
Authorized Department: Council on Aging
Program or Purpose: For the costs of transporting to medical events for the elderly that supplements services already provided by the MART van
Revenue Source: Grants Donations, Fares

N. Council on Aging Newsletter Printing Expenses (Establish)

Fiscal Year Expenditure Limit: \$4,000
Authorized Department: Council on Aging
Program or Purpose: For the costs of advertising and printing the monthly COA newsletter
Revenue Source: Revenue from advertisements; grants, donations,

Finance Committee and the Board of Selectmen recommended favorable action.

Hand Vote: Unanimous vote in favor. Motion passed.

Article 20. Appropriate Chapter 90 Funds

David Swain moved that the Town vote to appropriate, directly for the expenditure by the Public Works Department, for the purposes as may be approved by the Massachusetts Highway Department for capital expenditures, all highway aid received from the Commonwealth during Fiscal Year 2014, in accordance with Chapter 90 of the Massachusetts General Laws. Motion seconded by Bob Prescott.

Finance Committee and the Board of Selectmen recommended favorable action.

Hand Vote: Unanimous vote in favor; motion passed.

Article 21. Transfer to the General Stabilization Fund for FY2014

David Swain moved that we take no action on article 21. Motion seconded by Bob Prescott.

Finance Committee in favor of the motion

Hand Vote: Unanimous vote in favor; motion passed.



Motion made and seconded to dissolve the meeting. Voice vote: Moderator declared that the Aye's had it over the Nay's. The meeting was dissolved at 10:35 pm

Attachments: (9 pages)

- Appendix A – FY 2014 Salary Classification Plan (1-page document)
- Appendix C – Proposed FY 2014 Wage Scale (1-page document)
- FY2014 Budget as passed (5-page document)
- Appendix E - Shirley FY2014-FY2018 Capital Improvement Plan with FY2014 Capital Budget and funding sources (2-page document)

APPENDIX A – Article 5 Town of Shirley Salary Classification Plan	
Proposed 2014 Plan	
Grade	Title
15	Chief Administrative Officer
14	Police Chief
13	Public Works Director
12	
11	Fire Chief Police Lieutenant
10	Information Technology Administrator
9	Accountant/Budget Officer Treasurer/Benefits Coordinator Principal Assessor
8	Library Director Building Inspector
7	Executive Assistant to the Board of Selectmen
6	Assistant Assessor Conservation Agent Police Dept. Executive Secretary Youth Services Librarian Reserve Police Officer Council on Aging Director
5	Assistant Accountant Assistant Treasurer Community Development Coordinator Assistant Collector Health/Inspections Office Manager Public Works Assistant Planning Administrator Sewer Dept. Office Mgr/Assistant Assistant Librarian
4	Conservation Secretary Finance Committee Admin. Secretary Selectmen's Secretary Board of Assessor's Clerk Zoning Board of Appeal's Secretary
3	
2	Custodian Library Aide Police Matron
1	

APPENDIX C - Article 5
Town of Shirley
Proposed FY14 Wage Scale - 1.5% Cost of Living Adjustment (COLA)

 GRADE	 STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15
1 hourly annual	10.96 22,884	11.21 23,406	11.46 23,928	11.72 24,471	11.98 25,014	12.25 25,578	12.53 26,163	12.81 26,747	13.10 27,353	13.39 27,958	13.69 28,585	14.00 29,232	14.32 29,900	14.64 30,568	14.97 31,257
2 hourly annual	12.06 25,181	12.33 25,745	12.61 26,330	12.89 26,914	13.18 27,520	13.48 28,146	13.78 28,773	14.09 29,420	14.41 30,088	14.73 30,756	15.06 31,445	15.40 32,155	15.75 32,886	16.10 33,617	16.46 34,368
3 hourly annual	13.27 27,708	13.57 28,334	13.88 28,981	14.19 29,629	14.51 30,297	14.84 30,986	15.17 31,675	15.51 32,385	15.86 33,116	16.22 33,867	16.58 34,619	16.95 35,392	17.33 36,185	17.72 36,999	18.12 37,835
4 hourly annual	14.60 30,485	14.93 31,174	15.27 31,884	15.61 32,594	15.96 33,324	16.32 34,076	16.69 34,849	17.07 35,642	17.45 36,436	17.84 37,250	18.24 38,085	18.65 38,941	19.07 39,818	19.50 40,716	19.94 41,635
5 hourly annual	16.06 33,533	16.42 34,285	16.79 35,058	17.17 35,851	17.56 36,665	17.96 37,500	18.36 38,336	18.77 39,192	19.19 40,069	19.62 40,967	20.06 41,885	20.51 42,825	20.97 43,785	21.44 44,767	21.92 45,769
6 hourly annual	17.67 36,895	18.07 37,730	18.48 38,586	18.90 39,463	19.33 40,361	19.76 41,259	20.20 42,178	20.65 43,117	21.11 44,078	21.58 45,059	22.07 46,082	22.57 47,126	23.08 48,191	23.60 49,277	24.13 50,383
7 hourly annual	19.44 40,591	19.88 41,509	20.33 42,449	20.79 43,410	21.26 44,391	21.74 45,393	22.23 46,416	22.73 47,460	23.24 48,525	23.76 49,611	24.29 50,718	24.84 51,866	25.40 53,035	25.97 54,225	26.55 55,436
8 hourly annual	21.38 44,641	21.86 45,644	22.35 46,667	22.85 47,711	23.36 48,776	23.89 49,882	24.43 51,010	24.98 52,158	25.54 53,328	26.11 54,518	26.70 55,750	27.30 57,002	27.91 58,276	28.54 59,592	29.18 60,928
9 hourly annual	23.52 49,110	24.05 50,216	24.59 51,344	25.14 52,492	25.71 53,682	26.29 54,894	26.88 56,125	27.48 57,378	28.10 58,673	28.73 59,988	29.38 61,345	30.04 62,724	30.72 64,143	31.41 65,584	32.12 67,067
10 hourly annual	25.87 54,017	26.45 55,228	27.05 56,480	27.66 57,754	28.28 59,049	28.92 60,385	29.57 61,742	30.24 63,141	30.92 64,561	31.62 66,023	32.33 67,505	33.06 69,029	33.80 70,574	34.56 72,161	35.34 73,790
11 hourly annual	28.46 59,424	29.10 60,761	29.75 62,118	30.42 63,517	31.10 64,937	31.80 66,398	32.52 67,902	33.25 69,426	34.00 70,992	34.77 72,600	35.55 74,228	36.35 75,899	37.17 77,611	38.01 79,365	38.87 81,161
12 hourly annual	31.31 65,375	32.01 66,837	32.73 68,340	33.47 69,885	34.22 71,451	34.99 73,059	35.78 74,709	36.59 76,400	37.41 78,112	38.25 79,866	39.11 81,662	39.99 83,499	40.89 85,378	41.81 87,299	42.75 89,262
13 hourly annual	34.44 71,911	35.21 73,518	36.00 75,168	36.81 76,859	37.64 78,592	38.49 80,367	39.36 82,184	40.25 84,042	41.16 85,942	42.09 87,884	43.04 89,868	44.01 91,893	45.00 93,960	46.01 96,069	47.05 98,240
14 hourly annual	37.88 79,093	38.73 80,868	39.60 82,685	40.49 84,543	41.40 86,443	42.33 88,385	43.28 90,369	44.25 92,394	45.25 94,482	46.27 96,612	47.31 98,783	48.37 100,997	49.46 103,272	50.57 105,590	51.71 107,970
15 hourly annual	41.67 87,007	42.61 88,970	43.57 90,974	44.55 93,020	45.55 95,108	46.57 97,238	47.62 99,431	48.69 101,665	49.79 103,962	50.91 106,300	52.06 108,701	53.23 111,144	54.43 113,650	55.65 116,197	56.90 118,807

APPENDIX D - Article 6

Town of Shirley Proposed FY14 Omnibus Operating Budget

Line #	Department/Account Name	FY14 Requested	FinCom/BOS Recommended	Total Appropriated	Comments
114	MODERATOR				
	Expenses	\$ 150.00	\$ 150.00	\$ 150.00	
	Total	\$ 150.00	\$ 150.00	\$ 150.00	
122	SELECTMEN				
	Salaries, Elected Officials	\$ 300.00	\$ 300.00	\$ 300.00	
	Appointed, Salary	\$ 43,514.00	\$ 43,514.00	\$ 43,514.00	
	Financial Audit	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	
	Other Audit Services	\$ 500.00	\$ 500.00	\$ 500.00	
	Legal Notices	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
	Expenses	\$ 2,270.00	\$ 2,270.00	\$ 2,270.00	
	Town Report	\$ -	\$ -	\$ -	
	Total	\$ 70,584.00	\$ 70,584.00	\$ 70,584.00	
124	PERSONNEL BOARD				
	Expenses	\$ 200.00	\$ 200.00	\$ 200.00	
	Total	\$ 200.00	\$ 200.00	\$ 200.00	
129	TOWN ADMINISTRATOR				
	Salary, Appointed Position	\$ 92,366.00	\$ 92,366.00	\$ 92,366.00	
	Expenses	\$ -	\$ -	\$ -	
	Total	\$ 92,366.00	\$ 92,366.00	\$ 92,366.00	
131	FINANCE COMMITTEE				
	Annual Town Meeting Warrant	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
	Expenses	\$ 170.00	\$ 170.00	\$ 170.00	
	Total	\$ 1,170.00	\$ 1,170.00	\$ 1,170.00	
132	RESERVE FUND *				
	Expenses	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	
	Total	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	
135	TOWN ACCOUNTANT				
	Salary, Appointed Position	\$ 56,554.00	\$ 56,554.00	\$ 56,554.00	
	Wages Hourly, Appointed	\$ 38,076.00	\$ 38,076.00	\$ 38,076.00	
	Expenses	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
	Total	\$ 97,630.00	\$ 97,630.00	\$ 97,630.00	
141	ASSESSORS				
	Salaries, Elected Officials	\$ 300.00	\$ 300.00	\$ 300.00	
	Salary, Appointed Position	\$ 54,040.00	\$ 54,040.00	\$ 54,040.00	
	Wages Hourly	\$ 5,351.00	\$ 5,351.00	\$ 5,351.00	
	Mapping Services	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00	
	Contract Services	\$ 25,825.00	\$ 25,825.00	\$ 25,825.00	
	Expenses	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
	Total	\$ 93,266.00	\$ 93,266.00	\$ 93,266.00	
145	TREASURER				
	Salary, Appointed Position	\$ 56,529.00	\$ 56,529.00	\$ 56,529.00	
	Wages Hourly, Appointed	\$ 36,010.00	\$ 36,010.00	\$ 36,010.00	
	Tax Title/Foreclosure Expenses	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
	Expenses	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	
	Total	\$ 107,039.00	\$ 107,039.00	\$ 107,039.00	
146	TOWN COLLECTOR				
	Salary, Elected Position	\$ 57,554.00	\$ 57,554.00	\$ 57,554.00	
	Wages Hourly, Appointed	\$ 32,274.00	\$ 23,771.00	\$ 32,274.00	increase of \$8,503 subj to prop 2 1/2 override
	Tax Title	\$ 3,675.00	\$ 3,675.00	\$ 3,675.00	Override failed-hrly wages at \$23,771
	Expenses	\$ 15,184.00	\$ 15,184.00	\$ 15,184.00	
	Total	\$ 108,687.00	\$ 100,184.00	\$ 108,687.00	
151	LEGAL EXPENSE				
	Expenses	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	
	Total	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	
155	COMPUTER OPERATIONS				
	Computer Technician - Consultir	\$ 68,000.00	\$ 68,000.00	\$ 68,000.00	
	Computer Operations Expense	\$ 75,906.00	\$ 75,906.00	\$ 75,906.00	incr due to virtual server upgrade
	Equipment	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	
	Total	\$ 150,906.00	\$ 150,906.00	\$ 150,906.00	

APPENDIX D - Article 6

Town of Shirley Proposed FY14 Omnibus Operating Budget

Line #	Department/Account Name	FY14 Requested	FinCom/BOS Recommended	Total Appropriated	Comments
159	OFFICE MACHINES				
	Expenses	\$ 7,508.00	\$ 7,508.00	\$ 7,508.00	
	Total	\$ 7,508.00	\$ 7,508.00	\$ 7,508.00	
161	TOWN CLERK				
	Salary, Elected Position	\$ 56,045.00	\$ 56,045.00	\$ 56,045.00	
	Salary, Appointed Position	\$ 28,500.00	\$ -	\$ -	<i>request of new position-Assistant Clerk</i>
	Expenses	\$ 3,841.00	\$ 3,841.00	\$ 3,841.00	
	Total	\$ 88,386.00	\$ 59,886.00	\$ 59,886.00	
162	CONDUCT OF ELECTIONS				
	Wages, Hourly	\$ 9,400.00	\$ 9,400.00	\$ 9,400.00	
	Expenses	\$ 5,272.00	\$ 5,272.00	\$ 5,272.00	
	Total	\$ 14,672.00	\$ 14,672.00	\$ 14,672.00	
171	CONSERVATION COMMISSION				
	Wages Hourly, Agent	\$ 17,646.00	\$ 17,646.00	\$ 17,646.00	<i>combined secr/agent position-incr agent hrs to 19/wk</i>
	Wages Hourly, Secretary	\$ -	\$ -	\$ -	
	Expenses	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
	Total	\$ 19,146.00	\$ 19,146.00	\$ 19,146.00	
175	PLANNING BOARD				
	Wages Hourly, Appointed	\$ 17,906.00	\$ 17,906.00	\$ 17,906.00	
	Expenses	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
	Total	\$ 18,906.00	\$ 18,906.00	\$ 18,906.00	
176	ZONING BOARD OF APPEALS				
	Wages Hourly, Secretary	\$ 4,568.00	\$ 4,568.00	\$ 4,568.00	
	Expenses	\$ 500.00	\$ 500.00	\$ 500.00	
	Total	\$ 5,068.00	\$ 5,068.00	\$ 5,068.00	
192	PUBLIC BUILDINGS				
	Expenses	\$ 85,929.00	\$ 85,929.00	\$ 85,929.00	
	Town Sewer Payment in Lieu of	\$ 44,656.00	\$ 44,656.00	\$ 44,656.00	
	War Memorial Bldg Sewer Expense	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
	Total	\$ 133,585.00	\$ 133,585.00	\$ 133,585.00	
211	POLICE DEPARTMENT				
	Appointed Position, Salary Chief	\$ 83,951.00	\$ 83,951.00	\$ 83,951.00	
	Appointed Position, Salary Lt	\$ -	\$ -	\$ -	
	Appointed, Salary Exec Secr	\$ 46,600.00	\$ 46,600.00	\$ 46,600.00	
	Wages, Hourly Custodian	\$ 6,410.00	\$ 6,410.00	\$ 6,410.00	
	Salaries, Wages & Hourly (Union)	\$ 620,553.00	\$ 620,553.00	\$ 620,553.00	
	New Officer	\$ -	\$ -	\$ -	
	Expenses	\$ 95,993.00	\$ 95,993.00	\$ 95,993.00	
	Total	\$ 853,507.00	\$ 853,507.00	\$ 853,507.00	
212	CROSSING GUARD				
	Wages Hourly	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	
221	FIRE DEPARTMENT				
	Appointed Position, Salary Chief	\$ 70,749.00	\$ 70,749.00	\$ 70,749.00	
	Wages Hourly, Full-Time	\$ 100,866.00	\$ 100,866.00	\$ 100,866.00	
	Wages Hourly On-Call	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	
	Expenses	\$ 44,125.00	\$ 44,125.00	\$ 44,125.00	
	Total	\$ 245,740.00	\$ 245,740.00	\$ 245,740.00	
241	BUILDING INSPECTOR				
	Salary Appointed Position	\$ 49,261.00	\$ 49,261.00	\$ 49,261.00	
	Wages Hourly	\$ 26,048.00	\$ 26,048.00	\$ 26,048.00	
	Seal of Weights and Measures	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
	Salary, Part-time Building Inspector	\$ 500.00	\$ 500.00	\$ 500.00	
	Expenses	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
	Total	\$ 78,309.00	\$ 78,309.00	\$ 78,309.00	
243	GAS/PLUMBING INSPECTOR				
	Salary, Appointed Position	\$ 10,365.00	\$ 10,365.00	\$ 10,365.00	
	Expenses	\$ 500.00	\$ 500.00	\$ 500.00	
	Total	\$ 10,865.00	\$ 10,865.00	\$ 10,865.00	

APPENDIX D - Article 6

Town of Shirley Proposed FY14 Omnibus Operating Budget

Line #	Department/Account Name	FY14 Requested	FinCom/BOS Recommended	Total Appropriated	Comments
245	WIRING INSPECTOR				
	Salary, Appointed Position	\$ 10,365.00	\$ 10,365.00	\$ 10,365.00	
	Expenses	\$ 800.00	\$ 800.00	\$ 800.00	
	Total	\$ 11,165.00	\$ 11,165.00	\$ 11,165.00	
251	COMMUNICATION CENTER				
	Wages Hourly	\$ 182,528.00	\$ 182,528.00	\$ 182,528.00	
	Expenses	\$ 9,217.00	\$ 9,217.00	\$ 9,217.00	
	Total	\$ 191,745.00	\$ 191,745.00	\$ 191,745.00	
291	EMERGENCY MANAGEMENT				
	Expenses	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	
292	DOG OFFICER				
	Salary, Appointed Position	\$ 7,078.00	\$ 7,078.00	\$ 7,078.00	
	Total	\$ 7,078.00	\$ 7,078.00	\$ 7,078.00	
296	CONSTABLE				
	Expenses	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	
314	SCH. REGIONAL STUDY COMMITTEE				
	Expenses	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	
321	NASHOBA VALLEY TECH. H.S.				
	Expenses	\$ 715,441.00	\$ 715,441.00	\$ 715,441.00	
	Total	\$ 715,441.00	\$ 715,441.00	\$ 715,441.00	
322	MINUTEMAN TECH H.S.				
	Expenses	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	
330	SCHOOL DEPARTMENT				
	School District Expenses	\$ -	\$ -	\$ -	
	Pre-school through Grade 8	\$ -	\$ -	\$ -	
	Medicaid Reimbursement	\$ -	\$ -	\$ -	
	High School Tuition	\$ -	\$ -	\$ -	
	SPED Out-of-District	\$ -	\$ -	\$ -	
	Regular Transportation	\$ -	\$ -	\$ -	
	SPED Transportation	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	
331	AYER SHIRLEY REGIONAL SCHOOL DISTRICT				
	Transportation Assessment	\$ -	\$ -	\$ -	
	Regional School Assessment	\$ 5,505,590.00	\$ 5,300,000.00	\$ 5,300,000.00	
	Total	\$ 5,505,590.00	\$ 5,300,000.00	\$ 5,300,000.00	
334	SCHOOL DEPARTMENT TRANSPORTATION				
	Pre-School through Grade 12	\$ -	\$ -	\$ -	
	SPED Transport - Out of District	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	
422	DEPARTMENT OF PUBLIC WORKS				
	Salary, Appointed Position	\$ -	\$ -	\$ -	
	Wages Hourly, Public Works Ass	\$ 25,338.00	\$ 25,338.00	\$ 25,338.00	annualized incr hrs from FY13 STM
	Wages Hourly, Custodian	\$ 1,502.00	\$ 1,502.00	\$ 1,502.00	
	Wages Hourly (Union)	\$ 166,025.00	\$ 166,025.00	\$ 166,025.00	
	Wages Hourly (Union Overtime)	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
	Wages Hourly (Seasonal)	\$ 20,000.00	\$ -	\$ 20,000.00	incr by \$20,000 subj to prop 2 1/2-passed 2/3 majority
	Expenses	\$ 50,399.00	\$ 50,399.00	\$ 50,399.00	Override failed: \$0 seasonal wages
	Total	\$ 265,264.00	\$ 245,264.00	\$ 265,264.00	
423	SNOW & ICE REMOVAL				
	Wages Hourly	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	
	Overtime	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	
	Expenses	\$ 64,500.00	\$ 64,500.00	\$ 64,500.00	
	Total	\$ 79,000.00	\$ 79,000.00	\$ 79,000.00	

APPENDIX D - Article 6

Town of Shirley Proposed FY14 Omnibus Operating Budget

Line #	Department/Account Name	FY14 Requested	FinCom/BOS Recommended	Total Appropriated	Comments
424	STREET LIGHTS				
	Expenses	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	
	Total	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	
426	ROAD & GROUNDS MAINTENANCE				
	Expenses	\$ 33,000.00	\$ 33,000.00	\$ 33,000.00	
	Total	\$ 33,000.00	\$ 33,000.00	\$ 33,000.00	
433	B.O.H./TRASH				
	Trash Collection/Recycling	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	Potential increase in FY15
	Total	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	
491	CEMETERIES				
	Wages Hourly	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00	
	Expenses	\$ 6,300.00	\$ 6,300.00	\$ 6,300.00	funded by perpetual care/
	Total	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00	sale of graves
492	BOARD OF HEALTH/LANDFILL				
	Expenses	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	
	Monitoring/Testing	\$ 8,380.00	\$ 8,380.00	\$ 8,380.00	
	Total	\$ 9,630.00	\$ 9,630.00	\$ 9,630.00	
511	BOARD OF HEALTH				
	Wages Hourly	\$ 14,026.00	\$ 14,026.00	\$ 14,026.00	
	Expenses	\$ 500.00	\$ 500.00	\$ 500.00	
	Total	\$ 14,526.00	\$ 14,526.00	\$ 14,526.00	
512	BOARD OF HEALTH/RECYCLING				
	Wages Hourly	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
	Expenses	\$ 7,246.00	\$ 7,246.00	\$ 7,246.00	
	Total	\$ 12,246.00	\$ 12,246.00	\$ 12,246.00	
514	NASHOBA BOARD OF HEALTH				
	Expenses, Health Services	\$ 9,609.00	\$ 9,609.00	\$ 9,609.00	
	Expenses, Home Care Services	\$ 8,260.00	\$ 8,260.00	\$ 8,260.00	
	Total	\$ 17,869.00	\$ 17,869.00	\$ 17,869.00	
523	MENTAL HEALTH EXPENSES				
	Expenses	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	
541	COUNCIL ON AGING				
	Wages Hourly, Director	\$ 27,800.00	\$ 27,800.00	\$ 27,800.00	annualized incr hrs from FY13 STM
	Outreach Worker	\$ -	\$ -	\$ -	
	Custodian	\$ -	\$ -	\$ -	
	Expenses	\$ 18,530.00	\$ 18,530.00	\$ 18,530.00	
	Building Operations	\$ -	\$ -	\$ -	
	Meals on Wheels Expenses	\$ -	\$ -	\$ -	
	Total	\$ 46,330.00	\$ 46,330.00	\$ 46,330.00	
543	VETERANS				
	Salary, Appointed Position	\$ 6,297.00	\$ 6,297.00	\$ 6,297.00	
	Expenses	\$ 550.00	\$ 550.00	\$ 550.00	
	Benefits	\$ 65,500.00	\$ 65,500.00	\$ 65,500.00	
	Total	\$ 72,347.00	\$ 72,347.00	\$ 72,347.00	
611	LIBRARY				
	Salary, Appointed Position	\$ 50,045.00	\$ 50,045.00	\$ 50,045.00	
	Wages Hourly	\$ 92,749.00	\$ 92,749.00	\$ 92,749.00	
	Expenses	\$ 61,130.00	\$ 61,130.00	\$ 61,130.00	
	Total	\$ 203,924.00	\$ 203,924.00	\$ 203,924.00	
630	RECREATION				
	Wages Hourly	\$ 4,754.00	\$ 4,754.00	\$ 4,754.00	Rec Comm requested to fund wages
	Expenses	\$ -	\$ -	\$ -	here from revolving funds
	Basketball Expense	\$ -	\$ -	\$ -	
	Soccer Expense	\$ -	\$ -	\$ -	Rec Comm requested to fund
	Total	\$ 4,754.00	\$ 4,754.00	\$ 4,754.00	directly from revolving

APPENDIX D - Article 6

Town of Shirley Proposed FY14 Omnibus Operating Budget

Line #	Department/Account Name	FY14 Requested	FinCom/BOS Recommended	Total Appropriated	Comments
650	BENJAMIN HILL PARK COMMITTEE				
	Wages	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
	Expenses	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
	Total	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	<i>funded by revolving</i>
691	HISTORICAL COMMISSION				
	Expenses	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	
692	MEMORIAL DAY				
	Expenses	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
	Total	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
694	CENTER TOWN HALL COMMITTEE				
	Expense	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	
711	GENERAL FUND DEBT SERVICE				
	Long Term Principal, Debt Not Excl	\$ 500.00	\$ 500.00	\$ 500.00	
	Long Term Interest, Debt Not Excl	\$ 259.00	\$ 259.00	\$ 259.00	
	Long Term Principal, Debt Excl 6/30	\$ 222,689.00	\$ 222,689.00	\$ 222,689.00	
	Long Term Interest, Debt Excl 6/30	\$ 47,180.00	\$ 47,180.00	\$ 47,180.00	
	Short Term Interest, Debt Not Excl	\$ 945.00	\$ 945.00	\$ 945.00	
	Short Term Interest, Debt Excl 6/30	\$ 87,766.00	\$ 87,766.00	\$ 87,766.00	
	School Bldg Principal Debt Excl	\$ 197,500.00	\$ 197,500.00	\$ 197,500.00	
	School Bldg Interest Debt Excl	\$ 101,587.00	\$ 101,587.00	\$ 101,587.00	
	Library Principal Debt Exclusion	\$ 50,151.00	\$ 50,151.00	\$ 50,151.00	
	Library Interest Debt Exclusion	\$ 4,212.00	\$ 4,212.00	\$ 4,212.00	
	Total	\$ 712,789.00	\$ 712,789.00	\$ 712,789.00	
712	DEBT ISSUE COST				
	Expense	\$ 4,050.00	\$ 4,050.00	\$ 4,050.00	
	Total	\$ 4,050.00	\$ 4,050.00	\$ 4,050.00	
840	MONTACHUSETT REG. PLAN.				
	Assessment	\$ 1,739.00	\$ 1,739.00	\$ 1,739.00	
	Total	\$ 1,739.00	\$ 1,739.00	\$ 1,739.00	
911	MIDDLESEX CO RETIREMENT				
	Assessment	\$ 624,362.00	\$ 624,362.00	\$ 624,362.00	
	Total	\$ 624,362.00	\$ 624,362.00	\$ 624,362.00	
913	UNEMPLOYMENT INSURANCE				
	Expenses	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
	Contract Services	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	
	Total	\$ 6,400.00	\$ 6,400.00	\$ 6,400.00	
914	GROUP HEALTH/LIFE INSURANCE				
	Expenses	\$ 662,500.00	\$ 662,500.00	\$ 662,500.00	
	Actuary Study	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	
	Total	\$ 668,500.00	\$ 668,500.00	\$ 668,500.00	
915	LONGEVITY PAY				
	Expenses	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	
916	F. I. C. A./MEDICARE				
	General Expenses	\$ 36,386.00	\$ 36,386.00	\$ 36,386.00	
	Senior Work off Program Expenses	\$ 218.00	\$ 218.00	\$ 218.00	
	Total	\$ 36,604.00	\$ 36,604.00	\$ 36,604.00	
945	GENERAL INSURANCE				
	Expenses	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	
	Total	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	
TOTAL OPERATING BUDGET		\$ 11,762,543.00	\$ 11,499,950.00	\$ 11,528,453.00	<i>with \$28,503 subject to prop 2 1/2 override</i>

SHIRLEY FY2014 - FY2018 CAPITAL IMPROVEMENT PLAN

ITEM	Funding	FY2014	FY2015	FY2016	FY2017	FY2018	5-year Total	Annual Average
DPW								
International Plow/Sander	Cap Excl	\$160,000		\$150,000			\$310,000	
John Deere 710 Backhoe Loader					\$150,000		\$150,000	
Mini-excavator			\$60,000				\$60,000	
355D Mower (Cemetery)					\$13,000		\$13,000	
355D Mower (Upgrade to ZTRAC)			\$15,500				\$15,500	
Heavy Duty Lift (for Truck Repairs)				\$42,000			\$42,000	
Paint Dump Bodies	Cap Stab	\$20,000					\$20,000	
DPW Sub-total		\$180,000	\$75,500	\$192,000	\$163,000	\$0	\$610,500	\$152,625
Recreation								
Wilde Road Soccer Fields Irrigation System				\$35,000			\$35,000	
Recreation Sub-total		\$0	\$0	\$35,000	\$0	\$0	\$35,000	\$8,750
Council on Aging (Selectmen)								
Senior Center Parking Lot			\$30,000				\$30,000	
Air Conditioning			\$12,000				\$12,000	
COA Van			\$55,000				\$55,000	
Senior Center Addition					\$350,000		\$350,000	
Council on Aging Subtotal		\$0	\$97,000	\$0	\$350,000	\$0	\$447,000	\$111,750
Town Buildings/Facilities (Selectmen)								
Replace Carpeting - Town Offices			\$30,000				\$30,000	
Replace Flooring - Police Station	Cap Stab	\$11,423					\$11,423	
Paint Exteriors - Town Offices, Police, Library			\$10,000				\$10,000	
Dispatch Remodel	Grant	\$12,500					\$12,500	
Replace Roof - Police Station					\$34,750		\$34,750	
Town Buildings/Facilities Sub-total		\$23,923	\$40,000	\$0	\$34,750	\$0	\$98,673	\$24,668
Police								
Chief's Car			\$29,500				\$29,500	
Cruiser		\$36,500	\$35,000	\$36,000	\$36,000		\$143,500	
Cruiser Radio Infrastructure Elements			\$25,000	\$25,000	\$25,000	\$25,000	\$100,000	
Police Sub-total	Sale of RE	\$36,500	\$60,000	\$61,000	\$61,000	\$25,000	\$243,500	\$54,625
Fire								
Command Car (MCI Grant in FY13)							\$0	
Protective Gear				\$15,000			\$15,000	
Air packs (FY13 received grant)							\$0	
Hose Replacement			\$20,000				\$20,000	
Tires			\$10,000				\$10,000	
Fire Sub-total		\$0	\$30,000	\$15,000	\$0	\$0	\$45,000	\$11,250
Information Technology								
IT- Town Wide Virtual Servers		\$36,434	\$42,838	\$48,088	\$25,000		\$152,359	
IT- Town Phone System		\$17,000					\$17,000	
IT Library- Circulation Thermal Printers & Barcode Scanners		\$1,352			\$1,352		\$2,704	
IT Library- PC's and Laser Printers		\$10,750			\$7,490		\$18,240	
IT Police- Desktop Computers		\$9,240	\$9,500				\$18,740	
IT Police- Servers		\$6,500	\$6,500	\$6,500			\$19,500	
IT Police- Laptops		\$10,000	\$10,000				\$20,000	
Information Technology Sub-total	Sale of RE	\$91,276	\$68,838	\$54,588	\$33,842	\$0	\$248,543	\$62,136
Hazen Memorial Library								
							\$0	
Hazen Memorial Library Sub-total		\$0	\$0	\$0	\$0	\$0	\$0	\$0

SHIRLEY FY2014 - FY2018 CAPITAL IMPROVEMENT PLAN								
ITEM	Funding	FY2014	FY2015	FY2016	FY2017	FY2018	5-year Total	Annual Average
Ambulance								
Ambulance: E450 Ford Class I	Ent User Fees		\$160,000				\$160,000	
Ambulance Sub-total		\$0	\$160,000	\$0	\$0	\$0	\$160,000	\$40,000
Sewer District								
Grinder Control Panel Emergency Power Upgrade	Ent User fees	\$160,000					\$160,000	
Sewer District Sub-total		\$160,000	\$0	\$0	\$0	\$0	\$160,000	\$40,000
							\$0	
TOTAL		\$491,699	\$531,338	\$357,588	\$642,592	\$25,000	\$2,048,216	\$505,804
Total with Funding Sources		\$172,500						
Total Requiring Cash Funding		\$319,199						

**Minutes of the Special Town Meeting
June 26, 2013**

Moderator George Knittel opened the Special Town Meeting on Wednesday, June 26, 2013, at 7:20 pm at the Ayer Shirley Middle School Auditorium, 1 Hospital Road, Shirley. The meeting said the Pledge of Allegiance. The Town Clerk had sworn the following people to serve as tellers: Robert Huxley, Joe Stanislaw and Jim Thibault. Barbara Masiero and Judy Stanislaw checked voters into the meeting. 74 Voters checked into the meeting.

The Town Clerk confirmed for the Moderator that the warrant had been duly posted in accordance with state law and town bylaw. The Moderator advised members of the audience that copies of the warrant were at the check-in area if they had not picked up a copy on their way in.

Article 1

Susan Therriault moved that the town vote to increase the amount appropriated for line item #331, Ayer Shirley Regional School District, under Article 6 of the warrant for the May 20, 2013, annual town meeting by \$31,343, thereby making the FY14 revised appropriation \$5,331,343. Funds for this increase are to come from the General Stabilization Fund. Motion seconded.

Ayer Shirley Regional School District Superintendent Carl Mock made a 10-minute presentation that recapped the FY2014 budget process for the Region. It illustrated how the Region had come to the figure they were asking the meeting to approve.

Because the proposed funding source was the General Stabilization Fund, a 2/3 majority vote in favor of the motion would be required in order for it to pass.

The Finance Committee and Board of Selectmen each supported the proposal; however both boards expressed concern over taking money out of the Stabilization Fund since it is already lower than they would like it to be. No alternative funding source was available for the meeting to use. After discussion, a counted vote was taken.

Hand Counted Vote:

Yes: 67 93.1%

No: 5 6.9%

Total : 72

The Moderator declared that there was 93.1% in favor of the motion, which is more than a 2/3 majority in favor, and that the motion passed.

Motion made and seconded to dissolve the meeting.

Voice vote: Moderator declared that a majority was in favor of the motion. Motion passed.

The moderator declared the meeting dissolved at 8:05pm

* * * * *

CONSERVATION COMMISSION

Administration

This report covers FY13 from July 1, 2012, through June 30, 2013.

The Conservation Commission reviews and issues permits for work within and adjacent to wetlands and waterways in order to administer the Massachusetts Wetlands Protection Act (MWPA) regulations and the Shirley Non-Zoning Wetlands Bylaw. The Commission also responds to many requests for comments on applications submitted to the Planning Board, Zoning Board of Appeals, and Board of Selectmen.

During FY13, the Commission held 23 public meetings. Administration of the wetlands protection statutes required the Conservation Commission to review/issue the following documents:

Requests for Determination of Applicability	6
Determinations of Applicability	6
Notices of Resource Area Delineation	0
Orders of Resource Area Delineation	0
Notices of Intent	3
Orders of Condition	3
Certificates of Compliance	3
Extension Permits	0
Amendments	1
Violations	1
Emergency Certifications	0

The Commission collected \$135 in MWPA filing fees during FY13. These fees are maintained in a special account, can only be used to administer the MWPA, and are typically used to defray some of the Commission's expenses. The Commission also collected \$145 in filing fees under the Shirley bylaw. One municipal filing was exempt from fees (an application by the Town of Shirley for Department of Public Works)

The Conservation Commission reminds property owners those projects (including sheds, tree removal, pools, etc.) within 100 feet of a wetland (brook, pond, swamp, etc.) or in floodplain areas must be reviewed by the Commission. In addition, work within 200 feet of a perennial stream may also require a filing. Please call the office at 978-425-2600 Ext. 245 if you have any questions regarding wetland issues or if you are uncertain whether you should file, particularly if you are a new homeowner. The Commission encourages residents to retain native vegetative borders between their lawns and adjacent wetland and waterway buffer areas.

The Commission can be contacted at 7 Keady Way, Shirley, MA 01464; 978-425-2600 Ext. 245; or by e-mail at conservation@shirley-ma.gov. The Commission's pages on the Town of Shirley website at <http://www.shirley-ma.gov/> feature basic information, a store where book and hay sale information is posted, a complete set of past annual reports, news clippings, and an interactive open space map. Agendas and legal notices are now posted by the town clerk on a special website. See the Town of Shirley website for details.

Open Space Acquisition & Stewardship

The Conservation Commission maintains and acquires open space for the Town of Shirley. Open space is valuable to town residents as passive recreational land (hiking, bird-watching, etc.), for protecting water resources, for providing important fish and wildlife habitat, and for enhancing the overall desirability of living in our community. The Massachusetts Division of Fisheries and Wildlife and the U.S. Fish and Wildlife Service also preserve open space within Shirley. Additionally, some residents have set aside private land in conservation restriction.

In keeping with the Conservation Commission goal to educate and inform Shirley citizens of their conservation land, two new signs have been posted at the entrance of Pumpkin Brook and Holden Road Conservation Areas. Trail improvements and other routine property maintenance continued on conservation parcels with the help of volunteers. We are grateful to the Shirley Boy Scouts and Girl Scouts who help every year. Sunrise Stables has also generously maintained trails connecting Shirley and Lunenburg. Trail maps created by volunteer Ward Baxter are available at the Conservation Commission office. Black-and-white trail maps are free of charge.

Due to fiscal constraints, no money has been added to the Open Space Acquisition Fund via Town Meeting vote since June 13, 2000. This account is used not only for acquisition but also for maintenance of existing town-owned open space parcels and for updating the Open Space and Recreation Plan (OSRP).

The Fall Foliage Walk took place on October 14, 2012 on a warm sunny day. The Trustees of Reservations, which now owns Farandnear, kindly provided parking for the walk, and held an hour-long gathering before the walk to talk about the plans for the property. Present representing TTOR were Leigh Rae, Chris Rodstrom and Ryan Hrvatin. Offering apple cider, pastries and TTOR literature, they handed out a survey form, and noted that TTOR is still in its planning stage and has not formally opened the property, hence the locks on the gates. The property officially opened in the fall of 2013. Thank you to all those who helped make this walk happen, especially the Field family who supplied refreshments at the end of the walk.

Longley Acres Conservation Area

The Longley Acres Conservation Area on Whitney Road, which was acquired in April 2003, is under the care, custody, and control of the Conservation Commission. The present caretakers, Steve and Kim Hampson, can be reached at 978-761-3406 or 978-761-5824 or at longleyacres@ymail.com.

In FY13 the Commission renewed the caretaker agreement. The caretakers are keeping the land in agriculture with sheep and chickens. The hay fields are also being upgraded under a long-term lease to Mike Hampson. A handicapped parking sign was installed near the Longley farmhouse on Whitney Road.

The Commission continued to focus on maintenance needs for the house and barn in order to preserve the site and buildings and to prevent deterioration and ensure user safety. Maintenance projects in FY13 included a new roof and chimney for the house.

The Community Garden at Longley Acres was established in 2010 to provide access to plots for local gardeners. In FY13 the Community Garden continued cooperating with Growing Places Garden Project of Clinton, MA, to enable low income families to learn about growing their own food. Two families participated from Growing Places and seven plots were occupied by gardeners. Longley Acres also ran a plant table at the Hoe Down, with the proceeds donated to the Conservation Commission.

We continue to sell *As Seasons Change: A Collection of Poems by Melvin Proctor Longley, Sr.* The Longley family compiled the poems and generously donated all proceeds from the first edition to the Longley Acres Maintenance Fund. We also still have copies of Betsy Colburn's must-have reference *Vernal Pools: Natural History and Conservation*. These two books are still available at the Conservation office.

The Longley Acres property has been entirely self-sufficient to date, with improvements paid for by a combination of donations, hay sales, book sales, and grants. The public is welcome to enjoy the property daily from sunrise to sunset.

Staff (As of June 30, 2013)

Part-time Administrator	Takashi Tada	(12 hours per week)
Part-time Administrator	Stephen Schneider	(12 hours per week)
Part-time Secretary	Anna J. MacDonald	(10 hours per week)

Members

The Commission is currently looking for additional members. People interested in joining the Commission may also become non-voting Associate Members.

As of June 30, 2013, members of the Conservation Commission included:

Nancy Askin, Chair	E. Heidi Ricci, Associate Member
Bob Burkhardt, Vice Chair	
David Bortell, Member	
Rita Bortell, Member	
Michael Lance, Member	

The following Members joined the Conservation Commission during FY13:

Michael Lance, member

Respectfully submitted,

Nancy Askin, Chair	E. Heidi Ricci, Associate Member
Bob Burkhardt, Vice-Chair	
David Bortell, Member	
Rita Bortell, Member	
Michael Lance, Member	
Ann Brady, Member	

DEPARTMENT OF PUBLIC WORKS

The DPW staff includes three full time employees, one part time call-in employee and one part time administrative assistant. We are also fortunate enough to have help from two Senior Work Off Employees that assist us with lawn care in the Village and Center Cemeteries. The duties and responsibilities for the Superintendent's vacant position are still being fulfilled by the Foreman and Administrative Assistant.

The new fiscal year began again with ten employees from Bemis Associates volunteering their time with several duties around the town such as lawn care and brush cutting at Government Center, the Center and Village Cemeteries and the Lura A. White and Ayer-Shirley Middle Schools. The Bemis volunteers also helped with the Chapter 90 Repaving Project on Squannacook Road and with repainting the graffiti laden gazebo at Fredonian Park. Thanks to Bemis Associates, Inc and the employees for their continuing dedication to this town.

Foreman Paul Farrar, who also serves as Tree Warden, and his crew have many duties to upkeep for the DPW including basin cleaning and repair, upkeep of town roads and signs, trimming and maintenance of lawns and landscaping of all town properties, (including Center and Village Cemeteries and the Schools) brush clearing, hot top patching, grading of roads, beaver dam clean up, street sweeping and line painting, just to name a few. DPW received one 2013 GMC Pick up and one 2013 GMC Dump Truck through the Capital Improvement Program, which replaced a 1998 GMC Pickup and a 1999 Chevy Dump Truck. General repairs and maintenance of more than 80% of the DPW vehicles were done by this Department, saving the Town thousands of dollars annually in outside maintenance and repair contracting costs.

Stormwater management is required by Federal Regulation Section 309 of the Clean Water Act. In FY 13, to maintain general compliance with the regulations and state/federal permits, the department performed ditch maintenance, cleared grates, cleaned catch basins, repaired covers, opened obstructed pipes, maintained waterways, maintained detention ponds, replaced pipe and structures and marked drains and brooks. The Annual EPA Stormwater Report was submitted by the department and signed by the Board of Selectmen.

Income earned by the issuance of 32 driveway permits for FY 13 totaled \$2,300.00 and \$476.50 was made from the sale of scrap metal and recycled oil. The MBTA was invoiced \$14,297.10 for the annual maintenance of the Commuter Rail Train Depot.

Although the DPW did not surpass the \$79,000.00 snow budget in FY 12, we were not as fortunate in FY 13. Some late season snow whopping storms hit us hard in February and March bringing our total amount of snow accumulation to 94 inches and we exceeded our budget by \$66,198.53. Much of this money went toward snow removal, vehicle repair for the tired, old equipment and salt. Many thanks to the plow drivers and citizens who helped this Department keep the streets and sidewalks clear for our residents and pedestrians.

The DPW was busy with two Chapter 90 projects in FY 13. The first being a culvert replacement on Catacunemaug Road at a cost of \$162,089.00, which was completed in October 2012 and the second being a resurfacing project for a section of Squannacook Road which was started in May, 2013. At the writing of this report, Squannacook Road was completed in August, 2013 at a cost of \$251,146.00. We anticipate approval from the MA DOT in FY 14 for the repaving and resurfacing of a portion of Patterson Road.

Respectfully submitted,
Paul Farrar, Foreman
Michael Lanteigne, Arthur Flynn & Pam Callahan



DEVENS ENTERPRISE COMMISSION

Annual Report: 2013

The Commission:

The Devens Enterprise Commission (DEC) is the local regulatory and permit-granting authority for the Devens Regional Enterprise Zone. It is empowered to act as a local planning board, conservation commission, board of health, zoning board of appeals, historic district commission and, in certain instances, as a board of selectmen. It carries out these duties in the context of a

unique and innovative one-stop or unified permitting system, which greatly streamlines the local regulatory process.

The DEC consists of 12 gubernatorial appointees, six (6) of whom are nominated by the host communities of Ayer, Harvard and Shirley. Each host community and the governor also nominate an alternate member. The Commission began operating on June 22, 1995. DEC Commission members currently include Jim DeZutter (Harvard), William Marshall (Chairman), Paul Routhier (Regional), Marty Poutry (Ayer), William Castro (Shirley), Eric Stoltzfus (Harvard), Armen Demerjian (Regional), John Oelfke (Shirley), Melissa Fetterhoff (Regional), Chris Lilly (Regional), Dix Davis (Regional) and Russ Smith (Ayer). Duncan Chapman is the Harvard alternate. The Ayer, Shirley and regional alternate spots are also vacant at this time.



Back Row: Melissa Fetterhoff, Martin Poutry, Chairman William Marshall, Duncan Chapman, Russ Smith, John Oelfke Front Row: James DeZutter, Armen Demerjian, William Castro, Paul Routhier

Staff:

DEC staff includes Director/Land Use Administrator Peter C. Lowitt, FAICP, Environmental Planner Neil Angus, AICP CEP, LEED AP. Mr. Lowitt, FAICP, serves on the board of the Massachusetts Chapter of the American Planning Association and continues to serve on the boards of the Eco Industrial Development Council of North America; New Ecology, Inc.; and as immediate past chairman of the Green Roofs for Healthy Cities, the North American Green Roof Trade Association. He is chair of the Eco Industrial Development/Industrial Symbiosis Section of the International Society of Industrial Ecology. Mr. Angus serves on the US Green Building Council Massachusetts Chapter (USGBC MA) Board of Directors as Vice-Chair and continues to serve on the USGBC MA Education Committee. The Commission is ably served by Executive Assistant and Notary Public Kate Clisham. The Commission also employs the following consultants on a contractual basis:

- Building related inspectional services are provided by Gabe Vellante, Phil Horgan, and Bob Friedrich;
- Judith Nitsch Engineering provides Development Review services to the Commission;
- Edith M. Netter & Associates continues in the Commission's legal advisor role;
- Ms. Danyelle Mottram serves as the Commission's part time accounting support person;

- Nashoba Associated Boards of Health provides health/sanitary and food service/vendor permitting and inspectional services;

The DEC mourned the loss of Wellman Parker who passed away on March 15, 2013. Wellman was the DEC's Electrical Inspector from 1996 to 2012.



The DEC provides funding to the Devens Eco Efficiency Center, whose Director, Ms. Dona Neely continues her award winning work of advancing the environmental branding and achievement program known as EcoStar which embodies the DEC's commitment to sustainable development.

2013 Project Highlights:

2013 saw a number of new projects come before the Commission and a number of existing projects draw to a successful conclusion. The Commission approved a 200,000+ square foot Phase II of BMS' expansion at Devens, 200,000 of new buildings including a Process Development Building and Clinical Manufacturing Building and supporting facilities. This represents a \$250 million expansion at Devens and will support hundreds of new jobs once completed.



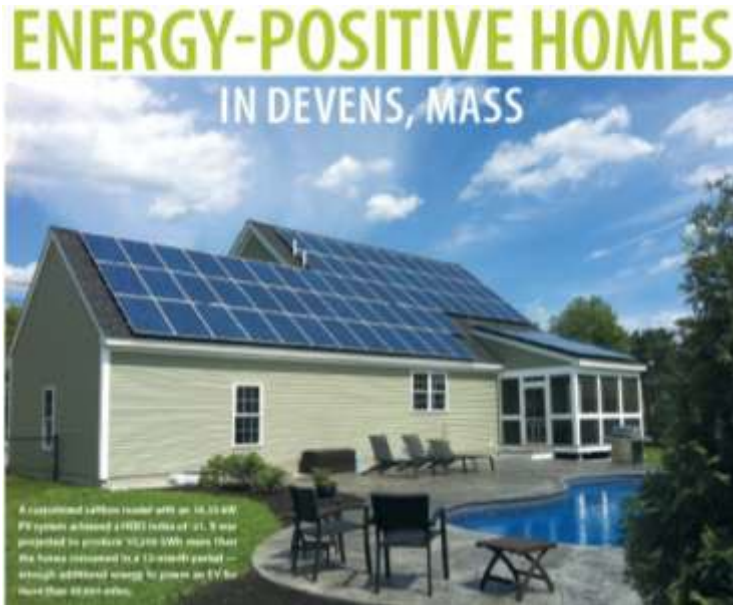
New England Studios successfully built out their 126,000 square foot facility off Hospital Road and began construction of Phase II of their project, a 30,000 square foot Mill Building and attendant parking at Sherman Square.



MassDevelopment began preparations for development and marketing of proposed parcels off of Sherman Avenue near Rogers Field within the Innovation and Technology Center Zoning District. Initial work included securing a unified permit from the DEC to construct a stormwater pond to treat and manage stormwater runoff from the development area. Other pre-development work included MassDevelopment securing an Economic Development Administration (EDA) grant to assist with Phase IV reconstruction of Jackson Road - from Verbeck Gate to Barnum Road. The DEC expects to see an application for this project sometime in 2014.

JP Sullivan purchased land off of Barnum Road in the Devens Regional Enterprise Zone adjacent to their existing facility in Ayer in order to expand their existing apple crate storage area. The DEC issued a unified permit for this project and the majority of construction was completed in late 2013.

All 20 units from MassDevelopment's sustainable housing pilot project at Bates Street, Cavite Street and Adams Circle in Devens were successfully built and sold during 2013. These included twelve (12) units of townhomes and eight (8) single family homes. The single family homes built by Transformations have received numerous awards throughout the year for their net zero energy and positive energy features, including the US Department of Energy (DOE) Challenge Home Housing Innovation award winner. DOE Challenge Home builders are in the top 1% of builders in the country meeting the extraordinary levels of excellence and quality specified by the DOE. The developer completed the installation of all public improvements in 2013 including street trees, rain gardens, landscaping and concrete sidewalks.



MassDevelopment also constructed a small park off Cavite Street which incorporates various low impact development stormwater management techniques. The DEC reviewed the project and provided input into the design along with residents from the neighborhood. The park serves the existing residents along Auman and Bates Streets, as well as the Transitions Homeless shelter and new residents in the sustainable housing pilot project homes.

The US Fish and Wildlife Services' Oxbow Visitor Contact Center on Hospital Road adjacent to the Nashua River neared completion during 2013 however the federal sequestration and government shut down in late 2013 delayed this project. Improvements were made to sight lines along Hospital Road to allow direct access to a canoe and kayak parking lot from Hospital Road. We look forward to the facility being completed and officially opening in 2014.

Citizen's Energy 3 MW solar facility located off Walker Road was permitted by the DEC in late 2011 and construction was completed in early 2013. The facility has been operational since January 2013 and consists of 12,090 individual solar photovoltaic panels and the utility interconnection runs to the Devens wastewater treatment plant, supplying the Devens grid with clean, renewable energy. In their first six months of operation EBZ Solar produced 1,964,308 Kilowatt hours, which equates to 3.07% of the energy supplied to Devens electric utility customers. As part of the permitting for this 28 acre project the State permanently protected 130 acres of land in the



Environmental Business Zone and the Squannisset Area of Critical Environmental Concern (ACEC).

The DEC also permitted the construction of a cell tower to service the new Regional 911 Emergency Communications Dispatch Center at 270 Barnum Road. The Regional E911 Center serves the communities of Lunenburg, Lancaster, Harvard and Devens and is another good example of adaptive building reuse, shared services and regional cooperation that the Devens Reuse Plan encourages – for the benefit of Devens and the surrounding towns.

The Commission issued a number of sign permits in 2013, including The Great American Grill restaurant in the Hilton Garden Inn, NB Kenney on Barnum Road, Quiet Logistics on Saratoga Boulevard, North Middlesex Saving Bank on Andrews Parkway and Parker Charter School on Antietam Street. The DEC also reviewed and issued a number of permits for special fundraising charity events in Devens such as MuckFest (a 5-mile run and obstacle course to benefit MS), Color Run (a 5 Kilometer run to benefit the Wounded Warrior Project), Brittany Strong Run/Walk to benefit one of the Boston Marathon bombing victims, and the Nines Art and Music Festival to benefit local arts and culture.



At the peak of the recession in 2009 Devens had close to 2 million square feet of vacant buildings. At the close of 2013, this number has been reduced to less than 300,000 square feet. Saint Gobain (LED lighting manufacturer) and Nypro (precision plastics for the medical industry) moved into the 450,000 square foot facility at 112 Barnum Road (the former Evergreen Solar facility). O'Reilly Auto Parts acquired a +/-370,000 square foot building at 15 Independence Drive for an auto parts distribution center and Quiet Logistics at 66 Saratoga Boulevard (former Gillette warehouse) expanded their operations into the 185,000 square foot former Budweiser facility at 235 Barnum Road. Columbia Tech, a contract manufacturer of large systems and machinery, sub-leased space from Ryerson at 45 Saratoga Boulevard.

The DEC also issued a unified permit to Devens Disc Golf authorizing the construction of a second 18-hole course on Shepleys Hill. The DEC, in its capacity as the local Conservation Commission, accepted a Conservation Restriction for this 45 acre area from MassDevelopment helping to

implement a crucial part of the Devens Open Space and Recreation Plan and protect a certified vernal pool and unique natural land formation. Coupled with other Conservation Restrictions executed over the course of 2013 (Mirror Lake and Esker Expansion, Robbins Pond, ASP Bog, and the aforementioned North Post EBZ), over 300 additional acres of land within the Devens Regional Enterprise Zone have been permanently protected.



2013 Permitting/Actions:

Development activity within Devens in 2013 saw eight (8) Level 2 Unified Permits issued, while Level 1 permits fell from 75 to 58. The following chart provides an overview of the various permits, licenses and approvals issued by the DEC in 2013:

Permit Type	# issued in 2013	# issued in 2012	Difference
Level 2 Permits	8	7	+1
Reconsideration	0	0	=
Level 1 Permits	60	75	-15
Wetland Request for Determination of Applicability	1	0	+1
Wetland Notice of Intent (Order of Conditions)	3	2	+1
Wetland Certificates of Compliance	0	1	-1
Sign Permits	8	7	+1
Tent/Event Permits	19	17	+2
Demolition Permits	1	3	-1
Level 1 Lotting Plans	2	2	=
Septage Hauling Permits	7	11	-4
Certificates of Occupancy	20 +12 TCO	12	+8
Electrical Permits	38	46	-12
Plumbing Permits	12	12	=
Gas Permits	13	28	-15
Sheet Metal Permits (new in 2011)	2	3	-1
Victualler Licenses	9	9	=
Flammables License	5	5	=
Liquor Permits	5	5	=
Pledge of Liquor License	1	1	=
1 Day Liquor Licenses	3	2	+1
Violation Notices	5	2	+3
Schools – Certificates of Inspection	3	3	=

Violations/Enforcement:

2013 saw 5 minor violations of the Devens Bylaws and Rules and Regulations. The Solar farm project was cited for conducting construction operations prior to 8:30AM (violation of unified permit conditions) and a homeowner was cited for constructing a shed without permits and another homeowner was cited for improper trailer storage, both within the Historic District. Saint Gobain was also cited for not utilizing their ground-mounted pumps for gas deliveries and has since taken corrective actions to help avoid recurrence. The owner of Devens Common was also cited for unpermitted tree removal and will be planting a series of replacement plantings in Spring 2014. DEC Staff, with the assistance of MassDevelopment Engineering, continued to collect Annual Stormwater Reporting forms from all businesses in 2013. To date, only 3 businesses have failed to comply in 2013 and Staff is working with all three to bring them into compliance as soon as possible.

Regulations:

In November, 2013, the newly revised DEC Rules and Regulations were published and went into effect. The approved regulation updates include:

974 CMR 2.00 Subdivision Amendments - Update street design and construction requirements to provide more street choices for applicants and to facilitate a multi-modal, pedestrian friendly connected street network. These changes include:

- Minor edits to reduce repetition and reformatting to ensure consistent structure with other sections of DEC Rules and Regulations that have been updated.
- Street design standards – providing more street classifications and updating design standards.
- Introduce new traffic calming measures.
- Introduce new intersection design requirements.
- Introduce new transit planning considerations.
- Update cross sections for streets, sidewalks and structures in road rights-of-ways.

974 CMR 3.00 Site Plan Amendments – introduce new residential site plan standards in addition to existing Commercial and Industrial standards. These changes include:

- Administrative/minor amendments to reduce duplication and ensure consistency with other sections of the DEC Regulations.
- New Submission Requirements for residential projects.
- New Plan Requirements to address road/street modifications and erosion and sediment control plans.
- New Review Criteria addressing residential development, street accessibility and connectivity, water efficiency, and climate change.
- New Design standards for residential projects that facilitate a more sustainable development approach (parking, driveways, transportation demand management considerations, sidewalks/trails, lighting, landscaping).

974 CMR 5.02(1) Innovative Residential Development (New Section) – These new regulations will incentivize/facilitate neighborhood form consistent with Devens sustainable development directives (open, inclusive & connected community). These regulations will apply to the Residential I Zoning District and will give Applicants an alternative streamlined compliance path over and above the current residential regulatory standards. The changes include:

- Cluster development and reduced frontage requirements for projects that agree to construct residential units that will be more energy and water efficient than current MA Building Code.
- Street layout and open space requirements to facilitate a more walkable, accessible, development and to encourage more active/healthy living/lifestyles.
- Requirements for a mix of housing types (single and multi-family), including affordable requirements.
- Design standards to minimize urban heat island and decrease habitat fragmentation.
- Requirements for low-impact development stormwater management techniques and water conservation measures.
- Use of low-no VOC building products, paints, sealants, adhesives and coatings to aid in reduce GHG emissions and promoting better indoor air quality in homes.

The Commission and staff wish to thank the Devens housing steering committee members, Rick Bernklow, James DeZutter, Rick Gilles, Tom Kinch, John Oelfke, John Rounds and Ed Starzec for the feedback they provided on the Regulation amendments. We also wish to thank our legal counsel, Edy Netter for her thoughtful approach and work on this project.

Transportation, Health and Safety:

The DEC continues to work with MassDevelopment, local businesses and the State Police to promote the designated/preferred truck route to reduce potential impacts on local and surrounding area roads. Signs and postings to the various Devens websites direct truck traffic away from residential areas and State Police enforcement furthers this effort.

2013 saw the formalization of the first dedicated bike lanes in Devens. DEC Staff and Devens Public Works installed the first dedicated bike lanes in Devens along the majority of Jackson Road from Patton Road to the Verbeck Gate. Bike symbols were installed indicating both dedicated bike lane locations as well as shared bike and motor vehicle lanes. These markings will provide increased safety and awareness for people biking in and through Devens and will aid in promoting alternative transportation, carbon reduction and help facilitate more active lifestyles which can improve local public health. Special thanks to the Devens Director of Public Works for making this happen. Additional bike lanes and safety measures are being planned for 2014.



The Montachusett Regional Planning Commission recently completed updated trail mapping for Devens. This is part of a regional effort to promote regional trail networks and connection. The map for Devens includes trail head parking and a number of points of interest within Devens as well, including Mirror Lake, Devens Museum, Freedoms Way National Heritage headquarters, United Native American Cultural Center, US Fish and Wildlife Visitor Contact Station and the Devens Disc Golf Course. Promoting these trails will achieve multiple objectives of the Devens Open Space and Recreation Plan and provide local residents, businesses and visitors in Devens additional access to a large network of walking/hiking trails – connecting people with the natural environment and encouraging more active and healthy living. The trail map can be downloaded at: http://www.devensec.com/maps/Devens_Trail_Map.pdf.

The Fitchburg Line Reverse Commute working group, chaired by DEC Director Peter Lowitt, continued its work to connect Route 2 and Fitchburg Line Commuter Rail issues through regular meetings of community representatives to discuss transportation issues. Construction is underway with a goal of bringing the improvements on line in 2016. The improvements are designed to meet the goal of improving commute times from Fitchburg to Porter Square from 1 hour and 29 minutes to 1 hour. Continued thanks goes out to our hard working state legislative delegation for securing the required state matching monies to complement the Federal Small Starts funding obtained for the program by our Congressional delegation. American Renewal and Recovery Act funds were deployed to double track the line from South Acton to Ayer and the line's schedule was changed in December 2009 to authorize an early train to Boston which should allow an early train to Fitchburg making a reverse commute to Devens possible in the near future. The construction of Littleton's new center platform train station was completed and work continues on the new South Acton station as well. Funding was received for construction of a new station and turnaround lot at Mount Wachusett Station in West Fitchburg. Being able to store trains overnight at this location will allow for a viable reverse commute in the future, as trains can get into Boston and back out earlier in the morning.



Littleton Train Station new raised platform for universal accessibility and faster loading/unloading.

The Fitchburg Commuter Rail Line improvements will play a key role in providing increased commuter service to Devens and the surrounding

region, thereby contributing to the sustainability initiatives at Devens. The DEC is working with Montachusett Area Regional Transit (MART), MassDevelopment and Devens' businesses about the possibility of deploying a shuttle to the area commuter rail stops, now that Littleton Station will become the end of the line for abbreviated trips from North Station (replacing South Acton).

Devens utilities, in accordance with the requirements of their Water Management Act Permit and recent DEC regulation amendments, placed Devens under mandatory water use restrictions at times throughout 2013. During these times, nonessential water use was restricted from 9:00 am - 5:00 pm and included irrigation of lawns, washing of vehicles, external building surfaces, parking lots, driveways or sidewalks. Public education and awareness was an important component and was implemented successfully by MassDevelopment and the DEC, resulting in very few violations. The DEC, acting in its capacity as the local Board of Health, also provided notification to Devens residents regarding the flu virus, mosquito borne illness warnings and mosquito spraying procedures. With funding from MassDevelopment, Devens continues to participate in the Central Massachusetts Mosquito Control Project (<http://www.cmmcp.org>) for the health and benefit of its residents and businesses.

The Commission also adopted a [Healthy Communities Proclamation](#) in the fall of 2013, underscoring the importance of healthy community design as a component of the Devens Redevelopment efforts.

Communication:

In 2013 the DEC re-structured its web site. The major changes included reorganizing the site to create separate pages for project development services, DEC meeting information, Sustainable Devens, News and Events and a new Residents page. These changes were made to facilitate a better user experience and provide numerous resources for Devens Residents as well as Businesses. As part of these updates, DEC Staff coordinated with MassDevelopment to update the devenscommunity.com site and include links to Devens community services including trash, recycling, police, fire, traffic, on-street parking, animal control and other general services, rules and regulations that are governed by MassDevelopment. Now Devens residents have access to almost everything they need to know about Living in Devens on [one page](#). The DEC website was also updated to include a slideshow of the DEC Commissioners in action. DEC Commissioners are volunteers and they selflessly dedicate many hours every year to take part in many activities in the Devens region. This slideshow provides a snapshot of some of those activities. We invite you to peruse all of the website changes for yourself at www.devensec.com.

The DEC also continues to provide notice of all meetings, proposed projects and pertinent information to abutting property owners, Devens residents and all three surrounding towns, in accordance with the DEC Rules and Regulations, prior to public hearings and subsequent DEC permitting. The DEC also continues to record its meetings for rebroadcast on the local access cable television in our host communities. This is a good collaborative effort, with DEC and MassDevelopment providing the equipment and the communities supplying the volunteers to record the meetings. Special thanks to Lou Carreras, Brint Ferguson and Dawn McCall.

The DEC also continues to assist the Devens Eco-Efficiency Center with its activities and updating its website (www.ecostardevens.com). Devens role as an eco-industrial park was also communicated to a growing number of visitors, including a delegation from Korea and another from the Tianjin Technical and Economic Development Area (TEDA), China's most successful Eco-industrial Park. Mr. Lowitt spoke on Devens at the International Society of Industrial Ecology Conference in Ulsan, South Korea last summer. As part of the UMass Amherst Citizen Planner Training Collaborative annual conference, Mr. Angus also spoke on Devens as a leader in promoting water conservation and efficiency as part of the design and development review process. Mr. Angus presented a case study on how Devens regulations promote water efficiency – from landscaping to building design and stormwater management.

Five Year Review:

The DEC's 5-year review covering 2006-2011, included a District by District development analysis comparing actual development with the goals set forth in the Reuse Plan and By-Laws. The Commission completed the report in 2012. The full report can be found at <http://www.devensec.com/district-development.html>. As part of this review, the DEC identified a number of areas that it would focus on over the next five years to ensure its actions and decisions continue to further the goals and objectives of Chapter 498 and the Reuse Plan. The following is a status update on those efforts:

Area of Focus	Status
Continue working with MassHistoric and Devens Homeowners Association to streamline residential permitting consistent with Historic District requirements.	Accomplished/Ongoing. Revised Residential regulations and Historic District Design Guidelines in consultation with MassHistoric (windows, fences, sheds)
Sustainable Indicators Report – measurement and verification of sustainable development.	Accomplished/Ongoing. Completed report/evaluation in 2012: http://www.devensec.com/sustain/indicators/2012indicators.html Follow-up interviews in 2013 added to report.
Buffering land uses within Devens and adjacent to neighboring communities to address “edge” issues.	Ongoing. Reviewed on a project by project basis under current zoning. Permanent protection of over 300 acres and continuing to work with MassDevelopment and the Devens Open Space and Recreation Committee on permanent protection of additional bordering lands.
Traffic Impacts – Implementation of TDM programs, recognizing the Fitchburg Line improvements and opportunities it will create to reduce VMT for Devens employees and residents (reverse commute options).	Ongoing. TDM implementation on a project by project basis. Working on establishing additional shuttle options for businesses and residents beyond existing Devens Commerce shuttle and MART Shuttle services. Installation of bike lanes on Jackson Road.
Climate Mitigation and Adaptation plan for Devens needs to be developed.	Ongoing. Greenhouse Gas Mitigation Regulations developed in 2012. Numerous urban heat island, energy and water efficiency requirements also contributing to climate change mitigation and adaptation.
Continued work on balancing local, regional and state efforts.	Ongoing. Regional Household Hazardous Waste facility and regional E-911 facilities opened in Devens to support regional efforts.
Coordination with railroad, MassDevelopment and new projects within the Rail-Industrial Trade Related Uses (RIT) District to incorporate and facilitate noise reduction efforts while still facilitating important rail connections in the RIT which help address local traffic impacts.	Ongoing. New England Sheets, Devens Recycling, US Gypsum, Rock Tenn, Regency rail connections previously made.
End point to Chapter 498 and process to reach it remain an open question.	Ongoing. Working with Devens residents, surrounding communities and MassDevelopment.
Finalize and adopt new Innovative Residential Development regulations as an option for future housing development at Devens.	Accomplished. New regulations adopted and went into effect in November 2013. Will continue to review and update if necessary to ensure continuous improvement.
Maintain fiscal independence.	Ongoing. 2013 audit concludes that DEC is in strong financial shape and is maintaining fiscal independence.
Integrate districts and areas within Devens to make them more coherent and connected.	Ongoing. Improved connectivity can be achieved through new trails, sidewalks and multi-purpose trails.
Support regional transportation plans to support connecting Devens businesses and residents to surrounding commuter rail and business centers; including implementing the Devens Transportation Demand Management programs in support of such an endeavor.	Ongoing. TDM implementation on a project by project basis. Supporting Fitchburg line improvements and working on establishing additional shuttle options for businesses and residents beyond existing Devens Commerce shuttle and MART Shuttle services. Installation of bike lanes on Jackson Road. Devens Trail Plan promoting connections to surrounding communities as well.

Devens Eco-Efficiency Center 2013 Highlights:

The Devens Enterprise Commission continued funding support for the Devens Eco-Efficiency Center. This six year old non-profit is a recognized resource for educational forums, networking opportunities and technical assistance that enable local businesses and not-for profit entities to use resources more efficiently. During 2013 the Eco-Efficiency Center helped 58 establishments achieve economic, environmental and social benefits. The majority of these facilities are based in Devens; others are located in nine surrounding towns.

The Center hosted ten educational forums that had broad audience appeal. Topics included Emergency Response Procedures, Effective Safety Training Strategies, OSHA Updates, and Water Efficiency. It also organized a tour of the EBZ Solar Field so local employees could learn more about renewable energy technologies and presented to Yale students and a delegation from China interested in eco-industrial park practices. Additionally, educational materials that provided tips to reduce energy consumption and maximize recycling were developed and posted on the DEC's website on the new web page for Devens residents.

The Eco-Efficiency Center provided technical assistance that helped several firms reduce the amount of trash generated by their operations and decrease related waste management expenses. It assisted with the evaluation and implementation of recycling and composting programs in fifteen facilities. Additionally, The Great Exchange enabled the repurposing of 143,880 pounds of materials that otherwise would have been treated as trash and provided savings with avoided purchase and disposal costs for manufacturers, service providers, schools and municipal entities. Repurposed items included office furniture, equipment and supplies; packing materials such as bubble wrap and peanuts; materials for use in art projects, including cable reels, spiral rings, plastic caps, and foam core strips; and miscellaneous items such as plywood and pallets.

The Eco-Efficiency Center's 2013 Earth Day Celebration provided an opportunity for 70 volunteers from six entities to participate in nine community betterment projects throughout Devens. Activities included picking up trash, clearing hiking trails, removing invasive plants at the US Fish & Wildlife Visitors Center, cleaning and planting gardens, and making turtle crossing signs. Additional details on how the Devens Eco-Efficiency Center contributed to the successful sustainable redevelopment of Devens can be found in its Annual Report posted at www.ecostardevens.com.

Sustainable Indicators Report:

This report summarizes the results from an update of Devens sustainability indicators and evaluates the progress made since 2000 in each of the seven sustainability areas - economy, social sustainability, governance, public health, transportation, natural resources, and environmental quality. Devens' vision for sustainable development is defined as "thoughtful and careful redevelopment of the base for the purpose of promoting economic development, social welfare, environmental protection, and natural resources" (Vanasse Brustlin 1994). Results from this process of updating the indicators demonstrate that overall Devens has made significant progress in most areas since 2000. Of the 44 indicators used in 2012, twenty-six demonstrate progress ("Yes"), eight show lack of progress ("No"), seven point to a potential progress ("Maybe"), and for three no information is available to evaluate progress. In 2013, the DEC conducted over 30 interviews with Devens Businesses to better assess the sustainability efforts of this sector. The results of these interviews were incorporated into the final Sustainable Indicators Report. View the full report [here](#).

Financial audit:

2013 was another fiscally responsible and sustainable year for the DEC. Our financial audit was completed in December and will be posted on the DEC web site.

Outlook for 2014:

In 2014 the DEC expects to focus on exploring the potential health impacts of development projects as development continues within the Devens Regional Enterprise Zone. Potential development projects anticipated for 2014 include:

- Hodges Theatre off of Givry Street - scheduled for demolition and redevelopment for a movie catering business;
- Maxant Industries new industrial facility at 58 Barnum Road;
- Potential Flex Center space at Lot 1C Barnum Road (between 235 Barnum Road and the Devens Reserve Forces Training Area)
- Jackson Road Phase IV (improvements from Verbeck Gate to Barnum Road);

18 Independence remains the one vacant industrial building in the Rail, Industrial and Trade Related Uses District that we hope to see put back on line during the new year. Maintaining a supportive and consistent regulatory environment to implement the goals and objectives of the Devens Reuse Plan remains a key role of the Commission into 2014. The Commission also expects to continue supporting and expanding the services of EcoStar and the Devens Eco-Efficiency Center.

ENERGY COMMITTEE

It is our honor to submit the annual report on behalf of the Shirley Energy Committee.

At our inception two of the stated goals of this committee were to;

1. Research and apply alternative energy improvements to town owned buildings and properties in an effort to make the town less dependent on fossil fuels while plotting a course into a more sustainable future.
2. Reduce the overall energy use within town owned properties, thereby providing to the Selectmen an increase in savings revenue available for town budgeting.

This year was busy with multiple efforts to achieve our stated goals, which included the following initiatives;

The selection of an ESCO (Energy Services Company) and the initiation of an IGA (Investment Grade Audit) to identify energy savings within the 7 identified town owned properties. Initial indications tentatively identified a potential 20% reduction in energy use with a potential annual dollar savings in excess of forty eight thousand dollars. The IGA exceeded this reporting period and will be covered in future Annual Reports.

The Committee received its second grant during this reporting period “Solarize Mass-Shirley” in which the committee involved themselves in introducing the advantages of residential solar and the related savings. The program was considered by all reportable measures a success and was so identified by the CEC (Massachusetts Clean Energy Center) The program end results exceeded this reporting period and will be covered in future Annual Reports.

The Committee received authorization to retrofit the 14 “Downtown Decorative Street lights” to LED. Only 5 of the 14 lights were operational. The Energy Committee did the retrofit, re-lamped all 14 and the annual savings (for all 14 lit versus 5 that were lit) are expected to be approximately \$800.00 per year. No taxpayer funds were used for this upgrade, funding for this project was from the DOER (Department of Energy Resources) Green Communities grant.

The Committee received authorization and during this reporting period outfitted five police cruisers and one fire command vehicle with idle-rite technology designed to reduce fuel consumption by up to 20% for the affected vehicles. Initial results from this program show considerable fuel savings however; a gathering of long range data and those results will be covered in future annual reports. No taxpayer funds were used for this upgrade, funding for this project was from the DOER (Department of Energy Resources) Green Communities grant.

The Committee received its third grant during this reporting period “CEC-LED Conversion Grant” in which the committee received approximately four thousand dollars worth of LED lighting and completely retrofitted one town property with LED and outfitted a second property with 75% LED technology, both retrofits is expected to save 40-50% energy use in the targeted buildings. No taxpayer funds were used for this upgrade.

During this reporting period the committee initiated a review of the town wide street lights, in an effort to create uniformity in lighting. This effort identified 19 lights on the inventory that did not exist, one light

that the town was being doubled billed for and other lights that were oversized for their specific coverage area. After the review the Selectmen authorized town wide uniformity in lighting saving approximately \$3,000.00 of the annual \$25,000.00 expenditure.

The Committee, working together with the Shirley Water District brokered a deal with a large solar development company for the construction of a 3 megawatt solar farm located on Water District property which will be providing electricity to Devens. This (phase one) project will be providing sources of revenue to both the Water District and the Town of Shirley in the form of land lease and tax agreements. We would like to thank the Shirley Water District for their foresight, commitment and dedication to working with the community for what can only be referred to as the common good. No taxpayer funds were used for this initiative.

Finally the Committee initiated two additional energy savings initiatives, the first being the start of a net metering agreement expected to save the town up to 25% of the costs of electrical service for all town owned properties and secondly, the committee was involved in ongoing additional contract talks with a selected solar developers designed to increase revenue in the community through a tax agreement. The end results of both of these endeavors exceeded this reporting period and will be covered in future annual reports.

Respectfully Submitted:

Bryan Dumont, Chairman
Armand Deveau, Vice Chairman
Ann Towne, Clerk
Frank Esielionis, Member
Kevin Johnston, Member

The Shirley Energy Committee

SHIRLEY FIRE DEPARTMENT

The year 2013 was an active year for the Shirley Fire Department. We responded to 1223 calls for assistance, continued our many civic activities as well as department committee activities, meetings and training sessions.

The Mission of the Shirley Fire Department is a commitment to excellence in the service to the people in our community, by protecting the lives and property of the community from emergencies involving Fire, Medical, Hazardous Materials and Environmental Causes. The driving values motivating our personnel are a spirit of co-operation, loyalty to organization and community and a positive outlook toward the future of our Department and Town.

The department now has a roster of 7 officers and 15 firefighters. The officers are Chief Dennis Levesque, Deputy Chief William Callahan, Captain Troy Cooley, Lt. William Poitras, Lt. Albert Deshler, Lt. Brandon O'Connor, Lt. Neal Guthrie and Firefighters: Kristy Levesque, Terry Atwood, Paul Farrar, Robert Shakarian, Brian White, Matthew Callahan, Derek Ranno, Steven Henry, Jennifer Ouellette, Adam Ouellette, Brian Callahan, Cody Roberts, Ryan Carroll, Kevin Hayes, and Tyler Farley

The open burning season, which is governed by the rules and regulations of the Department of Environmental Management, commences on January 15th and ends on May 1st. Daily permits are issued depending on weather conditions after 10A.M. All permits must be out by 4P.M. daily. The department conducted our annual testing of all our dry hydrants in town.

The year of 2013 has proved to be a good year yet again for the Training Division. Throughout the year, we have provided a multitude of training opportunities for the members of the department. From in-house training evolutions to the Massachusetts Fire Academy classes, we have tried to cover the basic topics of training and some advanced topics to better the membership of the department. Some of the topics included were S.C.B.A. Basics, Ice Rescue, Firefighter Safety, Hazardous Materials, Wilderness Search and Rescue, Engine and Ladder Company Operations, Auto Extrication and Cold Weather Operations. We have recertified 22 members to the current C.P.R. standard as well as 9 members that are certified First Responders. The rest of our membership is certified Emergency Medical Technicians. We have also brought the bulk of the membership up to the current standard for Hazardous Materials First Responder and provided a specialty Decon and Emergency Operations class to a number of members.

The Training Division under the direction of the Training Department is still in the process of upgrading a training facility in town. The members of the department have done a lot of fundraising and donated their time to work on the construction of our soon to be completed training facility here in town. I would like to thank the members of this department and our gracious benefactors enough for the time, donated materials and effort spent on the construction of this facility. I would also like to thank the Training Department for all their time and hard work on this very complex project and I look forward to continue working with them in the coming years and to continue to provide the highest level of training.

This year we had the retirement of our fulltime Deputy Chief Joseph Hawthorne who served 33 years on the department. He retired from Service in November.

This year we acquired a Five ton tank truck that was acquired from the state of Massachusetts and was converted to a brush Tanker. I would like to thank all those involved who donated their time to put this truck into service.

In closing, the department would like to thank the citizens of Shirley for their continued support. We are very appreciative for the co-operative spirit and support of the Police Department, the Ambulance Service, and the Highway Department. Our Communication Center continues to provide a high quality and extremely professional dispatching and communications to all Emergency Services.

Respectfully submitted

Dennis C. Levesque

Chief of the Department

HAZEN MEMORIAL LIBRARY

The mission of the Hazen Memorial Library is to offer free public library service to the community in a friendly and professional manner, and to respond to the community's reading, reference and continuing educational needs with books and other media. In accord with this mission, the library offers programs and services intended to reveal the joy and advantages of reading and learning, especially to young children. The Hazen Memorial Library Board of Trustees and staff subscribe to the concept of intellectual freedom and offer their cooperation to other libraries and library agencies.

We encourage you to visit your town library and take advantage of all its services. Browse our website at www.shirleylibrary.org, where you will find the information you need to know about using the library.

Hazen Memorial Library Budget Totals FY13						
July 1, 2012 - June 30, 2013						
Expense Item	Budgeted	Town Appropriation	State Aid	Trustees	LSTA Grant	Total Expense
<i>Expenses</i>	45,129.60					
Library Materials		38,840.46	5,171.34	-	4,555.65	48,567.45
Repair/Maint.		3,378.95	1,299.46	1,224.46	-	5,902.87
Maint. Supplies		192.15	-	48.72	-	240.87
Prof/Tech Svcs		120.00	-	150.00	523.31	793.31
Phone		700.00	-	-	-	700.00
Office Supplies		422.91	689.56	4,199.99	-	5,312.46
Custodial Supplies		781.48	-	-	-	781.48
Online Cost		1,100.00	6,544.14	-	-	7,644.14
Postage		168.95	-	-	3.67	172.62
Book Processing		669.98	-	-	904.68	1,574.66
Miscellaneous		-	-	22.36	-	22.36
Other Supplies		-	65.48	457.42	-	522.90
In-State Travel		-	449.20	-	-	449.20
Utilities	16,000.00	14,754.72	746.23	-	-	15,500.95
Salary, Appointed	47,921.75	47,921.75	-	-	-	47,921.75
Wages, Hourly	91,153.59	91,022.20	-	-	345.00	91,367.20
<i>Total Budget:</i>	<i>200,204.94</i>					
Total expenses:		200,073.55	14,965.41	6,102.95	6,332.31	227,474.22

GRANTS

1. The minimum State Aid requirements were met therefore the library was certified to receive \$10,118 from this grant.
2. The Small Libraries in Networks grant was also received, which applies a \$2,500 savings on our C/W Mars network membership fees.
3. The Shirley Cultural Council awarded us a grant to fund the summer reading kickoff event with a performance by magician Ed the Wizard.
4. A \$7,500 LSTA Reader's Advisory Grant was completed in September.

CIRCULATION AND SERVICES

In May, 2012 the library began using a new circulation system called Evergreen. The change was a big challenge for the library staff and patrons alike. We thank all of you for your patience and understanding as we worked through the learning curve together. The following table shows the statistics from the first full year of using Evergreen.

FY13 Circulation	Total
At the Library	59,024
In the Region	70,476
Overdrive Circs:	1,526
Total Circ Activity:	72,002
Interlibrary Loans:	
Provided to other libraries	11,452
Requested from others	5,679
<i>Net Lender Circs:</i>	5,773
Visit Counts:	
Total visits	45,732
Avg. per weekday/per hr.	196/24
Avg. per Saturday/per hr.	179/45
Patrons:	
Shirley Residents with library cards	3,535
Other Residents	495
Avg. new Cards per month	22
Copy Holdings:	
Adult	27,641
Children	19,534
YA	1,831
Copy Total:	49,006
Copies Added/Mo:	
Items added in FY13	4,281
Children's Programs:	
# Programs held	137
Attendance	4,274
Adult Programs:	
# Programs held	181
Attendance	2,606

FRIENDS

Many popular events were again made possible in FY13 by the hard work and inspiration of our Friends. All the following museum passes are paid for by the group's fundraising efforts: Butterfly Place, Fruitlands, Massachusetts State Parks, Museum of Fine Arts, Boston Museum of Science, and the New England Aquarium. Summer reading prizes, programs and other children's special performances are funded entirely by the Friends.

The 10th Annual Holiday Fair and cookie sale fundraiser was held in November. You can also support the Friends' efforts through membership dues, buying books from the lobby book sale and by purchasing items from Amazon from the carousel on the library home page, www.shirleylibrary.org. A portion of each purchase benefits the Friends.

Look for the Friends membership flyer in the spring, and please renew your donation, or become a new member. The Friends are a 501(c)3 organization, and membership dues are tax-deductible. If you are looking for a rewarding volunteer experience, check the Library's online calendar of events and come to a Friends meeting. Every library needs Friends!

VOLUNTEERS

We give grateful thanks to all our volunteers for their dedicated service. A extra special "thank you" to Barbara Masiero for many years of exceptional service to the library. We are very fortunate to have you on our team. We also thank our teen volunteers who help Miss Kathleen in the Children's Room with decorating, crafts, and keeping the shelves looking great!

STAFF

Thanks to the Hazen Memorial Library staff: Director Debra Roy, Assistant Director Sue Cusick, Youth Services Librarian Kathleen Farrar, Aides Chris McNeal, Carol Landers, and Steven Banks, and Library Custodian Shirley Lanteigne, whose commitment to provide the best customer service possible make our library successful and this board a pleasure on which to serve.

Respectfully submitted,

Trustees of the Hazen Memorial Library, FY13

Elizabeth West, Chair

Elizabeth Quinty, Vice-Chair

Kathryn Lyon, Secretary

Dwight W. Smith, Treasurer

Heidi Korhonen

Judy Stanislaw

INSPECTIONAL SERVICES

BUILDING INSPECTOR AND ZONING OFFICER

The following information indicates the number and type of permits issued by the Building Department from July 1, 2012 through June 30, 2013.

BUILDING PERMITS

New Residential Units	17
New 2 Family Duplexes	0
Comm. New, Additions/Renovations.	13
Residential Additions/Renovations	181
Swimming Pools	10
Demolition	4
Sign and Use	30
Wood Stove/Pellet Stove	16
TOTAL PERMITS	271

TOTAL BUILDING PERMIT FEES COLLECTED - \$ 47,358.00

The Building Department is open to the public Monday – Thursday 7:00 A.M. – 3:00 P.M and Fridays 7:00 AM – 11:00 AM. Plumbing/Gas, Wiring and Building Permits can be sought during these hours. Inspections with the Building Inspector require 48 hours’ notice. Please be reminded that all interior and exterior remodeling, additions, sheds and pools require a building permit. Please feel free to contact this office at (978) 425-2600 Ext. 260 if you wish to seek general information on permits or code issues.

The office would like to express thanks to all of the Inspectors, Land Use Boards and Committees for their expertise and timely assistance in helping applicants with their projects.

Respectfully submitted,
Donald E. Farrar, Jr.
Building Inspector/Zoning Enforcement Officer

WIRING INSPECTOR

During July 1, 2012 to June 30, 2013 the Electrical Inspector received and issued 319 permits and collected \$15,270.00 in permit fees.

I would like to thank the Building Inspector's Secretary, Building Inspector, and Plumbing Inspector for their help and cooperation.

Respectfully submitted,
James D. Thibault
Electrical Inspector

INSPECTOR OF PLUMBING AND GAS FITTINGS

During July 1, 2012 to June 30, 2013 the Plumbing and Gas Inspector received and issued 154 permits and collected \$19,655.00 in permit fees.

The plumbing and gas installations are installed in compliance with the Massachusetts Plumbing and Gas Code.

Respectfully submitted,
Robert Friedrich
Plumbing and Gas Inspector

SEALER OF WEIGHTS AND MEASURES

The job of Sealer of Weights and Measures entails both annual and periodic testing of the dispensing of products from pumps, and calibration of weighing devices for goods and services sold to the public.

All businesses in the Town of Shirley that use pumps or dispensers and weighing devices are inspected.

I would like to thank the Townspeople involved for their cooperation.

Respectfully submitted,
Eric Aaltonen
Sealer of Weights and Measures

MODERATOR'S REPORT

Your moderator makes appointments to certain committees, and presides at town meetings. He is glad to receive suggestions from the voters of Shirley, and is available to explain town meeting procedures and to assist those who would like help formulating articles/motions and selecting ways to proceed for action at town meeting. The moderator is also available to serve as moderator for special meetings such as those involving candidates for election to public office.

Town meetings in Shirley are governed primarily by four documents – *The General Laws of Massachusetts*, *Town of Shirley Bylaws*, *Town Meeting Time: A Handbook of Parliamentary Law*, and *Shirley Town Meeting Procedures*. MA state law is available online at <http://www.mass.gov/legis/laws/mgl/index.htm>. The second document is available from the town clerk. The third and fourth documents are available at the Hazen Memorial Library.

Committee Appointments

The moderator appoints the 7 members of the finance committee.

The following appointments expired during FY13.

- Rebecca Boucher, on 30 June 2013.
- Roy Ellis, on 30 June 2013.
- Michael Swanton, on 30 June 2013.

The following resignations were received during FY13.

- None.

The following appointments were made during FY13.

- Rebecca Boucher, to a term expiring 30 June 2016.
- Stewart Cady, to a term expiring 30 June 2015.
- Bryan Sawyer, to a term expiring 30 June 2016.
- Michael Swanton, to a term expiring 30 June 2016.

At the beginning of FY14, the finance committee had 7 members.

- Rebecca Boucher, term expires 30 June 2016.
- Stewart Cady, term expires 30 June 2015.
- Frank Kolarik, term expires 30 June 2014.
- Joseph McNiff, term expires 30 June 2014.
- Bryan Sawyer, term expires 30 June 2016.
- Robert Schuler, term expires 30 June 2015.
- Michael Swanton, term expires 30 June 2016.

In addition, Bobbi Jo Colburn, town accountant, is an ex officio member of the committee, without vote, and attends all meetings.

The moderator, the board of selectmen, and the Shirley portion of the Ayer/Shirley regional school committee together form an appointing committee which appoints one member and one alternate to the

school committee for the Nashoba Valley Technical School District. There were no meetings of the appointing committee during FY13. The Shirley representatives to this school committee are as follows.

- Member: Jennifer Rhodes, term expires 31 March 2014.
- Alternate: Position vacant.

Town Meetings in FY13

This is a brief summary of town meetings. Detailed information is in the town clerk's report.

A Special Town Meeting was held on 24 September 2012 to vote on:

- Amending appropriations for FY13,
- Appropriating funds for several capital items,
- Amending the Ayer/Shirley Regional School District Agreement,
- Other miscellaneous items.

There were 127 voters present.

The Annual Town Meeting was held on 20 May 2013 to vote a budget for FY14. There were 99 voters present.

A Special Town Meeting was held on 26 June 2013 to amend the appropriation for the Ayer/Shirley Regional School District. There were 72 voters present.

Other Moderator Activities

In October 2012, your moderator attended the Massachusetts Moderators Association Annual Meeting. This is an all-day meeting which includes presentations by state officials, workshops, policies and practices in various towns, and question and answer sessions. In March 2013, your moderator attended a similar annual meeting for the central Massachusetts moderators.

The moderator thanks the people of Shirley and all the committees, commissions, boards, and officials for their support of and attendance at Shirley town meetings – the legislative branch of Shirley government. The open town meetings held in Shirley and many other towns give people the most influence possible in making town bylaws and budgets, and in presenting their views and concerns.

Special thanks to Amy McDougall, town clerk, who closely supports the moderator at town meetings. Also, special thanks to the finance committee which once more this year prepared a fair and balanced budget for town meeting with competence, compassion, and professionalism.

It has been my privilege to serve as Shirley Town Moderator for FY 13.

Respectfully submitted,
George Knittel

george.knittel@verizon.net 978.425.6674

NASHOBA ASSOCIATED BOARDS OF HEALTH

SHIRLEY ANNUAL REPORT 2013

Nashoba Associated Boards of Health continues to serve the local Board of Health in meeting the challenges of environmental and public health needs in **Shirley**. In addition to the day to day public health work conducted for Shirley we also provide the following services.

- Maintaining Nashoba's internet web site to provide information for the public. (See *nashoba.org*)
- Nashoba assisted the Board with provided a school-located seasonal flu clinic at Shirley Middle School.
- Response to health related impacts of beavers through coordination with the local Board of Health in the issuance of the necessary permits.

We look forward to continuing our work with **Shirley's Board of Health**. Included in the day-to-day work of Nashoba in 2013 were the following:

- Through membership in the Association Shirley benefited from the services of Nashoba staff including: **Registered Sanitarians, Certified Health Officers, Registered Nurses, Nutritionists, Registered Physical & Occupational Therapists, Licensed Social Workers, Certified Home Health Aides, and Registered Dental Hygienists**
- Provided health education programs in collaboration with the Shirley Council on Aging.
- Collaborated with Montachusett Home Care concerning elders at risk and other safety issues.
- Reviewed **31** Title 5 state mandated private Septic System Inspections for **Shirley** Board of Health. Received, reviewed, and filed these state mandated (but unfunded) Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient inspections to Shirley Board of Health for enforcement action.

By the **Shirley** Board of Health's continued participation in the **Association** you can shape your future local public health programs and share in the benefits of quality service, under local control, at a reasonable cost!

TOWN OF SHIRLEY

Environmental Health Department

Environmental Information Responses

Shirley Office (days).....46

The Nashoba sanitarian is generally scheduled to be available for the on Wednesday mornings at the Shirley Board of Health Office. Other meetings occur informally.

This does not reflect the daily calls handled by the three Nashoba secretaries during daily business hours.

Food Service Licenses& Inspections17

Nashoba annually mails out and receives application from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. Most licensees are inspected at a minimum twice a year. Where deficiencies are found, a re-inspection is scheduled to insure compliance. When a complaint from the public is received an inspection is also conducted. During this inspection health factors of food handlers is also investigated, and where appropriate medical consultation and laboratory testing may be required.

Pool/Camp Inspections.....5

Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CMR430.00. Public and Semi-public pool are licensed and inspected on an annual basis in accordance with State Sanitary Code, Chapter V, 105CMR435.00.

Housing & Nuisance Investigations.....58

Nashoba, as agent for the local Board of Health, inspects dwellings for conformance with State Sanitary Code, 105 CMR 410.00, issues orders for correction, and re-inspect for compliance. Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.

Septic System Test Applications.....8

Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicants engineer.

Septic System Lot Tests.....18

Nashoba sanitarian witnesses soil evaluations, deep hole tests, and, usually on a separate date, percolation tests conducted by the applicant’s engineer which serve as the basis of the design of the septic system.

Septic System Plan Applications12

Detailed plans created by engineers hired by residents proposing to build or upgrade a septic system are received, filed, and routed to the Nashoba sanitarian for review.

Septic System Plan Reviews.....8

Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.

Septic System Permit Applications (new lots).....9

Septic System Permit Applications (upgrades).....4

Applicants’ approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.

Septic System Construction Inspections... 20

Nashoba Sanitarian is called to construction site at various phases of construction to witness & verify that system is built according to plans.

Septic System Consultations.....7

During all phases of application, design, and construction the Nashoba Sanitarian is called upon for legal details and interpretation.

Well Permits..... .4

Water Quality/Well Consultations.....8

Private wells are regulated solely by local Board of Health regulations, The Nashoba Sanitarian assist the Board of Health by reviewing well plans, securing well water samples, and interpreting water quality test results.

Rabies Clinics - Animals Immunized.....40

Nashoba arranges for local clinics with cooperating veterinarians, arranging for

dates and location, placing ads in local newspapers, and sending home flyers through local schools. In addition, since the recent raccoon rabies epizootic Nashoba has arranged for delivery of over 500 animal specimens to the State lab in Boston for analysis and has counseled possible exposure victims to seek medical assistance.

Nashoba Nursing Service & Hospice

Home Health

Nursing Visits.....950

Nashoba’s Certified Home Health Registered Nurses visits provide skilled services to patients in their home under physician’s orders. These services include assessment of physical, psychological, and nutritional needs. Skills include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24 hour basis, catheter care, case management and referral to other services as needed.

Home Health Aide Visits282

Nashoba’s Certified Home Care Aides provide assistance with daily activities of daily living including bathing dressing, exercises and meal preparation.

Rehabilitative Therapy Visit.....737

Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

Medical Social Service Visits.....84

Nashoba Social Workers provide short-term assistance to patients at home for counseling and referral to community resources.

Hospice Volunteer and Spiritual Care Visit.....75

Nashoba’s Volunteers and Clergy provide patients with emotional and spiritual support, companionship and guidance.

Clinics

Local Well Adult, Support Groups, & Other Clinic

Visits.....422

Visits include well adult clinics, and immunization, cholesterol exercise, mental health and bereavement clinics.

Number of patients that attended
Flu Clinics held in Shirley.....198

Number of patients whom received Other Vaccines.....	7
Number of patients whom attended Well- Adult Clinics from Shirley	173

Communicable Disease

Communicable Disease Reporting & Control

Nashoba's Nursing Service & Environmental Health Department work together to meet the local Board of Health's responsibilities under the law to do the following:

- Investigate and control the spread of communicable diseases within **Shirley** (MGL Chap111, Sec 6, 7, and 92-116). Nashoba works with the Massachusetts Department of Public Health (MDPH) in this area.
- Receive and process reports from physicians concerning cases of diseases "dangerous to the public health" as defined by MDPH (MGL Chap111, Sec6)
- Notify MDPH Division of Epidemiology and Immunization within 24 hours of receiving notice of any case "dangerous to the public health".
- Receive reports and undertake follow-up as necessary regarding certain food borne and waterborne diseases and diseases being monitored by the MDPH.
- Receives reports, investigates and conducts follow-up on all incidences involving positive rabies results.

Number of Communicable Disease cases

Investigated	60
Confirmed	33

Communicable Disease Number of Cases:

- Campylobacter.....2
- Gastritis.....1
- Giardia.....1
- Hepatitis C.....13
- Influenza.....3
- Lyme Disease.....7
- Salmonella.....6

Health Promotion

Skilled Nursing.....	58
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Dental Health Department

Examination,Cleaning & Fluoride - Grades K, 2&4

Nashoba's Registered Dental Hygienists, operating out of the school nurse's office and records, provide these services to those children whose parents have given written consent.

Students Eligible.....179

Students Participating.....61

Referred to Dentist.....13

Instruction - Grades K, 1 & 5

Nashoba's Registered Dental Hygienists also provide classroom instruction of cleaning and maintaining health teeth to all children in these grades.

Number of Programs.....9

Nashoba Valley Technical High School

100 Littleton Road, Westford, MA 01886 (978) 692-4711 www.nashobatech.net

Nashoba Valley Technical High School is a regional technical high school established in 1969 to serve students grades 9–12 and also provides post-graduate programs for those between the ages of 18 and 25 years old in all career areas on a space available basis. Nashoba has earned an impressive reputation for producing community leaders as well as providing a vast amount of community projects for our district towns. With an enrollment of approximately 730 students from eight communities, Nashoba Valley Technical High School offers career preparation in 18 technical programs.

Shirley
NVTHS
School Committee Members

Ms. Jennifer Rhodes



Administration

Dr. Judith L. Klimkiewicz	Superintendent
Ms. Denise Pigeon	Principal
Mr. Matthew Ricard	Assistant Principal
Dr. Carol Heidenrich	Director of Technology
Ms. Melissa LeRay	Director of Special Education
Ms. Jeanne Savoie	Business Manager
Ms. Gabriella White	Coordinator of Academics and Testing
Mr. Paul Jussaume	Coordinator of Technical Programs/Cooperative Education
Mr. Bernie McCann	Coordinator of Guidance and Admissions

Accreditation: New England Association of Schools and Colleges.

The Learning Schedule: Three 12-week trimesters consisting of eight 45-minute periods set in a four block schedule, five days per week. The school schedule alternates one week of academic classes with a week in a career-technical area for grades 9 through 12.

The Year in Review

Nashoba's enrollment continued to grow during the school year and once again we welcomed a significantly larger student body. This year a second 100 kW Solar System was installed on the roof of the school and submitted for MSBA approval. We updated video and additional security systems, as well as technology, including expansion of portable iPad labs. Wireless access was completed throughout the building, our Early Education Learning Center was completely renovated and an herb garden was created for culinary. Construction began on new athletic facilities by building a new sports complex that will consist of a multipurpose turf field, tennis complex and a practice field, as well as state-of-the-art track, new softball and baseball fields, tennis courts and field hockey. Also scheduled to be completed in Spring 2014 is our new art and dance studio to enhance our pre-school, Theatre Arts and Visual Design programs by allowing students to showcase their talents.

Nashoba continues to embrace educational opportunities for our teachers through summer professional development opportunities as well as by serving as a satellite campus for many local colleges' advanced graduate programs.

As we continue through a time of economic uncertainty we can assure you that at Nashoba Valley Technical High School, students will still receive a technical education of the highest quality with the most current state-of-the-art equipment while still providing our district members with a fair and equitable assessment.

Vocational-Technical Programs (Secondary & Post Graduate)

Auto Collision Repair & Refinishing	Electrical Technology
Automotive Technology	Electronics/Robotics
Banking, Marketing & Retail	Engineering Technology
Carpentry/Cabinet Making	Health Assisting
Cosmetology	Hotel Restaurant Management
Culinary Arts	Machine Tool Technology
Dental Assisting	Plumbing/Heating
Design & Visual Communications	Programming & Web Development
Early Childhood Education	TV & Media Production/Theatre Arts

Special Academic Programs

Advanced Placement, Honors and College Preparatory courses are available in all core subjects. Foreign language, music, theatre and additional elective courses are offered for all four years to all interested students.

Dual Enrollment

Juniors who are eligible and recommended by teachers/administration may elect to enter the Dual Enrollment Program and take courses their junior and senior years at a two- or four-year public college or private institutions in Massachusetts or New Hampshire. Upon completion, they receive their high school diploma from Nashoba and one or two years of college credit. Many Nashoba students in recent years have graduated with an Associates degree from a college and their high school diploma at the same time. Also, individual study programs for talented students are directed to their area of excellence. Many of our students are accepted at such distinguished institutions as MIT, Ithaca College, Emerson College, Boston University, and University of Massachusetts, among others.

Community Service Projects

Nashoba is unique in its approach to community service and its relationship to its district towns. Students and their instructors travel to various sites within our district to work on community service projects that have been approved and selected for their benefit to the community and the learning of our students. The students perform all necessary work for the district towns to complete their requested project. The Community Service Program educates students in a real world setting and allows the towns the benefit of observing Nashoba students at work, creating a lasting tribute to their efforts and having a major project completed without over expending limited town resources for capital improvement.

Student Activities

Nashoba sponsors an extensive program in intra-scholastic sports including varsity teams in 16 current high school sports, with equal opportunities for both male and female students. Next year we hope to add tennis and crew as new team sports. Other extracurricular activities include Student Council, National Honor Society, Music Honor Society, Yearbook, Kick Off Mentors, Students Against Destructive Decisions (SADD), Skills USA, Student Leadership, Peer Mediation, Chorus, Drama, and many special interest clubs. **No user fees** are imposed on any sport, school sponsored club, or activity.

Continuing & Community Education

More than 700 adult students attended the Continuing Community Education Program in late afternoon and evenings at Nashoba. More information can be found on the NVTHS website.

PLANNING BOARD

The Town of Shirley's Planning Board is an active municipal government entity whose overall goal is to foster the development of the community. The Planning Board is results oriented in assisting citizens and community leaders in directing future changes. The Planning Board facilitates the community's quality of life through housing, economic development, open space and recreation, transportation, and land use. The Planning Board encourages preservation of natural landscapes and important land resources by promoting excellence in site development and design.

THE PLANNING BOARD IS MANDATED BY LAW TO:

- Prepare and maintain a Master Plan;
- Prepare, adopt and administer Subdivision Rules and Regulations;
- Review all subdivisions of land submitted under state and local Regulations;
- Supervise construction of all subdivision roadways and infrastructure;
- Prepare, present, and report on all proposed zoning amendments for Town Meeting;
- Act as Special Permit Granting Authority where designated by the Protective Zoning Bylaws; and
- Review site plans for commercial and industrial development.

The Planning Board holds regularly scheduled public meetings on the first and third Wednesdays of each month plus additional meetings as needed.

There are presently several open developments/subdivisions that require a great deal of time for minor changes, modifications, bond releases, covenant releases, revolving account allocations, and the updating of all such accounts on a regular basis. Apple Orchard Estates and Village at Phoenix Pond are two such subdivision that have had complicated changes and/or modifications in the last fiscal year.

APPROVALS of Special Permits, Special Permit Extensions, Site Plan Reviews, ANR Plans, Release of Covenants and Modification Decisions were issued by the Board while observing the Permit Extension Act the Governor of Massachusetts extended up to and including 2015.

PLANNING BOARD'S GOALS INCLUDE:

- Assisting with the Open Space and Recreation Plan;
- Updating the Master Plan;
- Updating the Subdivision Rules and Regulations; and
- Reviewing and Updating as needed the Zoning Bylaws and Districts.

The Planning Board has appointed a Master Plan Committee in an effort to update the Master Plan and it is well on its way. It hadn't been updated since 2004 and without an update some grants would not be attainable.

The Planning Board graciously extends thanks to all other Town Departments for their reviews, comments, and recommendations for applications submitted directly to the Planning Board.

Respectfully submitted – April 10, 2014
Jonathan W. Greeno, Chairman
J. Timothy Bresnahan, Vice-Chairman
William Carroll, Member
Susan Snyder, Member
Rod Thurston, Associate Member
Anna J. MacDonald, Planning Administrator

POLICE DEPARTMENT

It is with mixed emotions that I submit my fifth and final annual report of the activities of your police department. It has been an honor to serve the members of the community for the past 29 years as a public safety officer. As I look back over my career as a Shirley Police Officer the one thing that stands out the most is the support you have given to me and the rest of the Shirley Police Department. Our citizens have supported our operations during the good and bad years and for that I am forever grateful. During my tenure as Chief of Police we made much needed upgrades to our radio system, changed our police badges to a more distinctive eagle with flags design, replaced the officer's 10 year old firearms with the newest generation of firearms, increased training, changed the look of our police cruisers to a new and cleaner graphic design, completed a cruiser replacement plan of four new and safer cars for our officers, handed down two cruisers to both the Animal Control Officer and the Building Inspector, began a comprehensive review of the police policies and procedures and rules and regulations, and received approximately \$100,000 in grant money from the State 911 Department.

The nine full time officers including the chief as part of the patrol force responded to approximately 13,587 calls for service during the fiscal year. This number was down slightly from the previous year, but rest assured your officers remained active on patrol throughout the year. As many people continue to struggle with un-employment and drug and alcohol problems we saw almost a 50% increase in house breaks during the past fiscal year. To combat the problem additional officers were assigned to plain clothes details patrolling the town in unmarked vehicles. We also teamed up with area detectives exchanging intelligence which lead to the arrest of two individuals suspected in a number of the area breaks.

As state budgets shrank so did the funding for the Municipal Police Training Committee, which shut down many of the annual training programs for police officers. Chiefs were forced to find constructive ways to keep their officers up to date on their annual training requirements. We were fortunate to team up with the Municipal Police Institute of Grafton who offer both classroom and on-line training for officers to maintain their certification. We've also teamed up with the Middlesex County Sheriff's Department utilizing their state of the art mobile shooting range that is mounted in a tractor trailer unit and is delivered to the area departments at no cost. This mobile shooting range utilizes video interactive scenarios where officers take part in real life situations such as domestic violence situations, traffic stops, bank robberies, active shooter, and alarm calls. The officers use voice commands, pepper spray, or their firearm using live ammo to interact with the situations presented to them. During the year our officers and dispatchers received almost 600 hours of training in the classroom as well as on-line.

Our department continues to support the Mt. Wachusett Community College Criminal Justice Program by sponsoring college students to an intern program where they are exposed to calls officers face on a daily basis. This program is under the direction of Sgt. Violette who serves as our liaison with the college.

The Communications Center is staffed 24 hours a day, seven days a week with four full time and three part time communications specialists. Each of these communication specialists is trained in CPR, Emergency Medical Dispatch, 911 call taking, and radio operations. Our certified communications specialists are responsible for all calls for police, fire, ambulance, and animal control 24 hours a day and

also cover the phone lines for the department of public works, water department, and sewer department evenings and weekends. As part of Emergency Medical Dispatch our communications specialists are trained to give life saving directions over the phone while emergency responders travel to the scene of the medical emergency.

Our Animal Control Officer responded to 368 calls for service which was a 17% increase over last year's responses. The ACO cruiser was replaced with a newer model car from the police fleet. This cruiser had the lenses on the overhead warning lights replaced and new graphics identifying the car as the animal control officer.

The police department worked closely with the Ayer-Shirley Regional School District and the Ayer Police Department coordinating safety drills in the entire school system. Officers of both departments as well as the State Police conducted drills in the schools to ensure the safety of the students and staff during an emergency. We also conducted active shooter drills with Ayer and Shirley officers teaming up to end active shooter encounters with members of the State Police Emergency Response Unit playing the role of the bad guys. This type of training and preparation creates a safer environment for our students and staff and has created better communication between the police and the schools.

STATISTICS

Breaking and Entering	54	Officer Wanted	576
Larceny/Stolen Property	51	Building Checks	6110
Disturbance Calls	128	Animal Complaints	368
Domestic Calls	51	Burglar Alarms	175
Suspicious Activity	410	Investigations	244
Summons/209-A Service	139	M/V Accidents	75
Radar	352	M/V Stops	857
Citations Issued	335	Arrests	92
Parking Violations	49	Fraud Offenses	33
Harassment Calls	47	Welfare/Wellbeing	88

I would like to thank the officers of the department, the executive secretary, dispatchers, animal control officer, EMT's, members of the Fire Department, and the members of the Department of Public Works for their hard work and dedication to the town. The citizens are extremely fortunate to have these dedicated professionals available 24 hours a day, 365 days a year.

Finally, I would like to thank the Selectmen's Office, the Town Hall Staff, Committee Members, all other Town Employees and especially the citizens of Shirley for your continued support.

MEMBERS OF THE SHIRLEY POLICE DEPARTMENT
July 2012 thru June 2013

Chief J. Gregory Massak
Sergeant Peter Violette
Sergeant Samuel Santiago
Officer Everett Moody, Jr.
Officer Brandon Bruin
Reserve Officer Robert Pacetti
Reserve Officer Merkendrick Jackson
Animal Control Officer Earl Hamel

Executive Secretary Ann M. Whiting
Sergeant Alfreda Cromwell
Officer Craig LaPrade
Officer Gregory Gushlaw
Officer Jason Strniste
Reserve Officer Edward Walkonen
Reserve Officer Lesley Hampson

Respectfully submitted,

J. Gregory Massak
Chief of Police

AYER SHIRLEY REGIONAL SCHOOL DISTRICT

SUPERINTENDENT OF SCHOOLS

The Ayer Shirley Regional School District is now in its third year since becoming fully operational in 2011. Highlights of the past year include the following:

- In the fiscal year that ended June 30, 2013, the regional school district experienced more than \$500,000 in unanticipated special-education tuition and transportation costs. As a result, the district faced the very real possibility of having to use all of its *excess and deficiency* (E & D) balance from FY12 (a sum of approximately \$189,000) and then to significantly draw down its very thin reserves (approximately \$490,000) in order to balance the budget. However, through a modest increase in state revenues and belt-tightening in a number of other areas, the budget was balanced by using only \$100,000 in E & D funds.
- The school committee and teachers' association reached agreement on a new three-year contract, including a revised salary scale that will be in place for the duration of the contract without built-in cost-of-living increases. The school committee greatly appreciates the teachers' efforts in reaching an agreement that acknowledges the fiscal challenges that our member towns are facing.
- Following successful votes in November 2012 in support of the High School Construction Project, there ensued several months of detailed design work, with preliminary work getting underway last spring. The major portion of the project was put out for bid last September, and work is currently proceeding at a rapid pace. The first phase of the project will be completed this summer, with the newly constructed additions being occupied at the start of the upcoming school year. The remaining renovations, as well as demolition of the old junior-high wing, are scheduled to be completed by July 2015.
- Under the state's new accountability system, which rates schools on a scale of 1 to 5 based on MCAS performance and student growth percentiles, we are proud to announce that Page Hilltop School achieved Level 1 status, with our other three schools being designated Level 2. (It should be noted that the high school fell just one "performance and progress point" shy of being designated a Level 1 school.)

We continue to focus on the *quality* of our educational programs and services, with attention to *affordability* for the communities that support us and *sustainability* to ensure lasting results. Both member communities and the regional school district continue to work cooperatively in an effort to provide the financial resources necessary to ensure the educational opportunities that our families desire and our students deserve.

GRADE-LEVEL ENROLLMENT (as of January 1, 2013)

Grade:	<u>PreK</u>	<u>K</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>Total</u>
Lura A. White	48	47	57	61	61	39	64								377
Page Hilltop	19	101	100	79	97	86	78								560
Middle School								130	144	141					415
High School											100	93	71	61	325
Subtotal	67	148	157	140	158	125	142	130	144	141	100	93	71	61	1677
SPED out-of-district: PreK to grade 5 = 5 students								Grades 6 to 12 = 28 students							33
TOTAL ASRSD Student Enrollment															1710

On behalf of the regional school committee and the entire ASRSD staff, I would like to thank the incredible number of individuals, groups, and organizations that support our schools through their volunteerism, participation, and donations. Please know that your help is greatly appreciated and that without it, our efforts would be immeasurably more difficult.

Respectfully submitted,
Carl Mock, Superintendent

Ayer Shirley Middle School
2012/2013 Annual Awards
Presented to Graduates of the Eighth Grade

Academic Boosters Good Samaritan Award

Given to two students who are genuine in their efforts to assist teachers, staff and students in ways that sometimes go unnoticed by their peers as well as staff here at school.

Donated by Ayer Shirley PTO

Presented by: Ann Kahn

WINNER: Andrew Poutry

WINNER: Shane Boudreau

Al Yesue Memorial Award

To the student who excels in Language Arts and Band

Donated by Friends and Family of Al Yesue

Presented by: Roberta Aikey

WINNER: Jacob Miska

American Legion Auxiliary Awards

Award to the boy and girl excelling in Science

Presented by: Doris Wheeler

WINNER: Timothy Holmes

WINNER: Allison Steeves

To the most outstanding girl in the Eighth grade

WINNER: Jennifer McGrath

American Legion, Post No. 183 Award

To the most outstanding boy in the Eighth grade

Presented by: Joe Landry

WINNER: Jacob Miska

Ayer Shirley Teachers' Organization Award

Donated by Ayer Shirley Teacher's Organization

Presented by: Deb Flagg

To the student excelling in
Mathematics

WINNER: Allison Steeves

The Bull Run Restaurant Award

Donated by the Guercio Family

Presented by: Roberta Aikey

Given to a student excelling in
History

WINNER: Ryan Messcher

Ellen M. Tremont Memorial Award

Donated by Her Family

Presented by: Kathryn Holmes & Susan Noll

To the boy or girl who is kind,
hardworking, helpful to others, and
always tries to make the best of any
situation.

WINNER: Christian Hoffmann

Jeffrey P. Drobish Memorial Award

Donated by Peter Drobish

Presented by: Roberta Aikey

To the boy or girl attending
vocational school exhibiting a
generous spirit toward others and a
zest for life.

WINNER: Benjamin Richard

Keith M. Kidder Memorial Awards

Donated by the Shirley Fire Department

Presented by: Brandon O'Connor

To the girl excelling in qualities of
character, citizenship and leadership

WINNER: Jillian Folger

To the girl who exemplifies the
qualities of generosity, kindness and
a helpful attitude toward others

WINNER: Larissa Hamamoto

Kristina Marcinkewicz Memorial Awards

Donated by the Marcinkewicz Family

Presented by: Meredith Marcinkewicz

To the boy and girl showing special
effort in the Eighth grade.

WINNER: Adrien Brodeur Edmonds

WINNER: Taybor Grant

Lambert's True Value Hardware Award

Donated by Mr. James D. Thibault

Presented by: Roberta Aikey

To the student excelling in the study of creative writing.

WINNER: Taylor Wright

Laura Belle Minott Memorial Award

Donated by the Minott Family

Presented by: Roberta Aikey

To the students who are consistently hard working, strong academically and characterize modesty

WINNER: Bennett Wilson

WINNER: Ryan Martone

Leonard W. Quinty Memorial Award

Donated by James Quinty

Presented by: James Quinty

To the 8th grade student athletes who best exemplify a spirit of courage, determination and perseverance in the classroom and on the baseball and softball field

WINNER: Alex Patano

WINNER: Jennifer McGrath

Liberty House Award

Donated by Patricia Krauchune & Janice Martell

Presented by: Roberta Aikey

To the Shirley resident who contributes to the Community through worthwhile activities and helping others.

WINNER: Dominic Neto

Louise E. Gaskins Award

Donated by Mrs. Louise Gaskins

Named for the beloved, former middle school principal. This award is presented to a student who demonstrates character, integrity, loyalty, hard work, and goes above and beyond the call of duty. Academic Excellence in paramount.

Presented by: Louise Gaskins

WINNER: Kiana Brown

Noyes Insurance Agency, Inc. Award

Donated by Noyes Insurance

Presented by: Roberta Aikey

To the student excelling in Language Arts

WINNER: Timothy Holmes

Officer Ben Jackvony Award
Donated by Shirley Police Dept.

Presented by: Roberta Aikey

To a boy for generosity, kindness
and helpfulness

WINNER: Ryan Fillebrown

PTA History of Academic Excellence Awards

Donated by the Ayer Shirley PTO

Presented by: Ann Kahn

To the boy and girl who maintained
the highest scholastic average for
grades 6, 7 and 8 combined.

WINNER: Ryan Messcher

WINNER: Jennifer McGrath

Richard D. Shea Memorial Awards

Donated by Burt Cofman

Presented by: Roberta Aikey

To the boy and girl excelling in
physical fitness and education.

WINNER: Nicholas Richard

WINNER: Brittany Gibbons

Roy Jeannotte/Leonard Quinty Memorial Award

Donated by Nashoba Club Restaurant

Presented by: Roberta Aikey

To the student excelling in Music,
Sciences and Athletics

WINNER: Brooke Martinez

Ruth A Shea Memorial Award

Donated by Her Family

Presented by: Robert Aikey

To the students who best exemplify
school spirit, respect for authority,
friendliness, kindness and
thoughtfulness towards others.

WINNER: Katherine Blood

WINNER: Mackenzie Drew

Sandy Pond School Association Award

Donated by Sandy Pond School Assoc.

Presented by: Roberta Aikey

Given to a student who has
shown scholastic abilities, character,
and most importantly,
COMMUNITY INVOLVEMENT
(special needs baseball and softball).

WINNER: Benjamin Hebert

DO NOT MENTION MARSHA CRAFT AT ALL

Shirley H. Griffin Scholastic Excellence Awards

Donated by Her Family

Presented by: Roberta Aikey

To the boy and girl excelling in scholastic excellence

WINNER: Terrance Cooper

WINNER: Jocelyn Breault

Sterling-Shirley Grange, No. 53 Awards

Donated by Sterling-Shirley Grange

Presented by: Marion Wood

To the boy and girl showing the greatest improvement during the year

WINNER: Kyle Snow

WINNER: Rebecca Strong

William McSheehy Memorial Award

Donated by His Family

Presented by: Devin McSheehy

To the girl or boy demonstrating a unique ability to persevere while maintaining a positive attitude.

WINNER: Nicholas House

Women's Auxiliary, Trinity Chapel Awards

Donated by Womens Auxiliary Trinity Chapel

Presented by: Roberta Aikey

To the boy & girl excelling in Art

WINNER: Austin Abrams

WINNER: Erin Shine

World Language Award

Donated by World Language Department

Present by: Rosa Swisczc & Zarak Diaz

Give to two students excelling in Spanish and French.

WINNER **SPANISH**: Eliajah Gebru

WINNER **FRENCH**: Jennifer McGrath

Graduating Class of 2013

*** Highest Honor	** High Honor	*Honor
Jory Crowe Adams		Kevin Kennedy Peters
Anthony Michael Adams		* Cody Benjamin Provost
Austin Patrick Bell		** Rodrigo Aguilar Resendiz
Jacob Steven Brown		Joseph Charles Roy
* Wayne Lima Carvalho		Alejandra Maria Santos
** Savannah Morgan Cooke		Jacob Vincent Saraceno
Ryan William Coulter		Maryssa Ebony Shattuck-Smith
David-Tristan Shane Cynewski		*** Tori Anne Smiraglia
Tyler James Dauphinais		Luke Henry Snyder
Celiena Catherine DeBalsi		Andrew Joseph Roy St.Germain
* Shanna Marie DeBalsi		Ethan Nicholas St.Peter
Margaret May Durand		Cortney Lee Teague
		Amber Leigh Thompson
*** Erika Lynne Esielionis		Mark Daniel Tonelli
William Manuel Figueira		My Linh Tran
Brittany Lee Finan		Kendyl Elyse Trinke
Tyler James Gaetz		Francis Eugene Turra
** Virginia Kelly Gamelin		Simone Constance Vaira-Haynes
Ryan Francis Goodman		Brian Paul Waite
*** Charles Walter Goss		Justis Jerome Wallace
* Olivia Rose Grallert		* Clara Elizabeth Watson
Rebecca Briana Green		Naomi Nichelle Watts
*** Hannah Christine Grisé		Sydney Jean Young
Nicholas William Gutheil		Alexander James Zagwyn
Melissa Nicole Hampson		
Joshua Paul Harris		
** Lisa Catherine Heffernan		
Julie Marie Henderson		
Sarah Haley Hickman		
Daniel Christopher Hughes		
James Thomas Jewitt		
Molly Matilda Kane		
* Lindsey Marie Kimball		
* Amisha Lalotra		
Kyle Steven Larter		
Hannah Lyn Levensailor		
Malcolm Jamal Mathis		
Jacob Thomas McDonald		
* Dylan Matthew McGaw		
*** Emily Rose Megan		
Sabrina Marie Mimms		
Michael Joseph Montoya Jr.		
* Jessenia Maria Moreira		
Andrê Alexander Jean-Paul Nieto		
Anna Alyce Peck		

BOARD OF SELECTMEN

In FY12 the Board of Selectmen continued to lead the Town of Shirley towards its goal of fiscal sustainability. While we are not there yet we have made numerous strides towards our goal. In past years the deficit approached 2 million dollars at the start of the budget season. This past year it was \$500,000. We did reduce this amount by the time of annual town meeting, we still continue to use on time revenue sources to accomplish this task. The Board realizes that we need to continue to look at ways to reduce our expenses or reallocate our resources to make the Town more efficient. This job was made slightly more difficult the past year by the Governor instating 9C budget cuts part way into the year. The Town of Shirley was impacted more than most Town's in the State as the remaining balance of MCI funding of \$94,000 was withheld from us. We worked with the other prison communities and the State legislature to ensure that this would not happen again the future.

The Town started to embark on numerous projects to improve the economic viability of the Town. We work closely with the Economic Development Committee to identify and create a plan to market and attract businesses to the Town. This is not a process that occurs overnight, but over a period of years.

The Energy Committee was extremely active in getting the Town designated a Green Community by the State. This opened the door to us receiving a grant from the State to reduce our carbon footprint. One of the first things they did was to institute a program to increase the number of houses with solar. They also looked to add solar fields on Town owned properties.

The Town also was able to rebuild the Catacunemaug Road culvert which failed during the year. We continued with the process of returning surplus real estate to the tax rolls. The old Hazen Library was turned into an outstanding single family home. It is the intent of the Board to continue to dispose of parcels of land that the Town no longer requires.

The Town agreed to accept the resignation of the Chief Administrative Officer and to launch a search for a new Town Administrator.

On behalf of the Board we accepted the resignation of a Selectman Armand Deveau and welcomed Mr. Robert Prescott to the board to serve alongside Mrs. Kendra Dumont.

I want to thank all of our town employees, Boards and Committees whose work is mostly unnoticed, but without their help we would not be able to do our jobs.

Respectfully submitted,

David Swain, Chair

BOARD OF SEWER COMMISSION

In FY13 the Sewer Commission continued their working relationship with Weston and Sampson Services. Weston and Sampson provide all routine operation and maintenance of the sewer system and the Industrial Pre-treatment Program. They inspect the six pump stations located in the sewer system and perform routine and preventative maintenance on them. They also provide 24/7 coverage for emergencies that may arise, such as clogs in the system, mechanical failures and grinder pump alarms.

The Sewer Commission Office sends out sewer usage bills quarterly. Bills are mailed out on March 1st, June 1st, September 1st and December 1st. Bills are based on the winter month's water usage and this information is provided by the Shirley Water District.

The Sewer Commissioners meet on the first Wednesday of the month at 7:00 pm to conduct their routine business. Any questions or concerns that the public would like to discuss with them, please feel free to attend one of their monthly meetings. If you would like to be placed on the agenda, please contact the office 48 hours in advance.

The Sewer Commission would like to thank all the Town Boards and Departments for all their hard work and co-operation throughout the year., to John Howard and Tom Frost from Weston and Sampson for their daily dedication in maintaining the integrity of the system, to Lonna Coke the Administrative Assistant to the Sewer Commission for her daily managing of the Sewer Commission Office. Also, the Sewer Commission would like to give a special Thank You to Shirley Water District for the continuing help that they provide throughout the year.

Respectfully Submitted,

James Schaff, Chairman
Robert Schuler, Vice-Chair
Leonardo Guercio
Donald Farrar
Melissa Fetterhoff

TOWN COLLECTOR

MOTOR VEHICLE & TRAILER EXCISE

Year	Outstanding 07/01/2012	Committed	Refunds Ret'd Checks	Abatements Tax Collected	Balance
2003	540.35				540.35
2004	160.58				160.58
2005	11.60				11.60
2007	117.29			30.63	86.66
2008	5,181.15	0.00	0.00	4,297.93	
			0.00	872.92	10.30
2009	6,205.62	0.00	0.00	0.00	
			0.00	1,066.16	5,139.46
2010	4,948.64	0.00	379.69	479.69	
			0.00	1,155.11	3,693.53
2011	12,325.17	156.26	47.81	357.81	
			0.00	6,679.54	5,491.89
2012	57,939.13	60,899.74	4,566.46	5,524.41	
			0.00	106,153.47	11,727.45
2013	0.00	639,866.64	1,887.62	14,054.32	
			42.50	543,459.19	84,283.25

PERSONAL PROPERTY

Fiscal Year	Outstanding 07/01/2012	Committed	Refunds/Ret'd Checks/ Transfer Out	Transfer In Abatements Tax Collected	Balance
2004	50.79			80.43	-29.64
2005	-138.33			57.00	-195.33
2007	-137.05				-137.05
2008	271.55	0.00	0.00	0.00	271.55
2009	-225.11	0.00	25,694.64	25,694.64	
				0.41	-225.52
2010	571.38	0.00	0.00	32.68	
2011	-8,715.91	0.00	0.00	0.00	
			0.00	0.00	
			9,992.15	308.04	968.20
2012	4,783.83	0.00	0.00	0.00	
			0.00	0.00	
			0.00	2,618.57	2,165.26
2013	0.00	289,038.85	7,651.22	9,992.15	
			0.00	0.00	
			1.53	283,767.70	2,931.75

REAL ESTATE

Fiscal Year	Outstanding 07/01/2012	Committed	Refunds/Ret'd Checks/ Transfer Out	Transfer In Exemptions Abatements Tax Taking Tax Collected	Balance
2008	-826.46	0.00	0.00	0.00	-826.46
2009	1,636.82	0.00	0.00	3,347.12	-1,710.30
2010	23,761.99	0.00	10.15	18,252.26	5,519.88
2011	26,983.48	0.00	478.87	25,199.79	2,262.56
2012	139,976.14	0.00	8,065.73	543.86	
			0.00	0.00	
			1,315.79	0.00	
				0.00	
				25,324.47	
				106,795.57	16,693.76
2013	0.00	8,638,994.61	5,227.07	1,911.57	
			37,025.36	81,346.03	
			29,300.16	28,747.71	
				68,756.60	
				8,405,672.96	124,112.33

SUPPLEMENTAL BILLING

Fiscal Year	Outstanding 07/01/2012	Committed	Refunds/Ret'd Checks/ Transfer Out	Transfer In Exemptions Abatements Tax Taking Tax Collected	Balance
2012	798.04	0.00	0.00	798.04	0.00
2013	0.00	12,571.52	0.00	1,152.18	11,419.34

DEFERRED REAL ESTATE TAX

Fiscal Year	Outstanding 07/01/2012			Taxes Deferred	Balance
2012	1,078.51				1,078.51
2013	0.00			1,078.51	1,078.51

BETTERMENTS COMMITTED TO TAX

Fiscal Year	Outstanding 07/01/2012	Committed	Refunds/Ret'd Checks/ Transfer Out	Transfer In Exemptions Abatements Tax Taking Tax Collected	Balance
2008	-947.50			234.37	-1,181.87
2009	1,031.73	0.00	0.00	937.50	94.23
2010	2,812.50	0.00	0.00	1,875.00	937.50
2011	4,637.49	0.00	0.00	2,829.90	1,807.59
2012	57,280.51	0.00	0.00	234.37	
				2,578.12	
				51,594.26	2,873.76
2013	0.00	540,686.69	0.00	6,208.05	
			0.00	0.00	
			0.00	9,140.62	
				508,118.26	17,219.76

BETTERMENT COMMITTED INTEREST

Fiscal Year	Outstanding 07/01/2012	Committed	Refunds/Ret'd Checks/ Transfer Out	Transfer In Exemptions Abatements Tax Taking Tax Collected	Balance
2008	-325.72			70.31	-396.03
2009	1,458.13			262.50	1,195.63
2010	1,856.27			1,612.51	243.76
2011	2,250.00			1,800.00	450.00
2012	20,811.88			51.56	
				5,434.42	
				14,595.19	730.71
2013	0.00	208,006.91	0.00	21,414.19	
			0.00	10.17	
			0.00	4,465.24	
				172,422.58	9,694.73

SEWER/SEPTIC REPAIR LOANS COMMITTED TO TAX

Fiscal Year	Outstanding 07/01/2012	Committed	Refunds/Ret'd Checks/ Transfer Out	Tax Collected	Balance
2013	0.00	6,349.31		6,349.31	0.00

SEWER/SEPTIC REPAIR LOANS COMMITTED INTEREST TO TAX

Fiscal Year	Outstanding 07/01/2012	Committed	Refunds/Ret'd Checks/ Transfer Out	Tax Collected	Balance
2013	0.00	2,557.81	47.91	2,605.72	0.00

SEWER USAGE COMMITTED TO TAX

Fiscal Year	Outstanding 07/01/2012	Committed	Refunds/Ret'd Checks/ Transfer Out	Transfer In Abatement Tax Title Tax Collected	Balance
2011	1,763.15			0.00	1,763.15
2012	4,226.18			374.91	
				1,965.47	1,885.80
2013	0.00	47,697.17		284.11	
				851.21	
				2,625.04	
				41,960.31	1,976.50

SEWER USAGE

Fiscal Year	Outstanding 07/01/2012	Committed	Refunds/Ret'd Checks/ Transfer Out	Abatement Transf to Tax Tax Collected	Balance
2013	154,231.91	606,029.22	721.27	2,041.65	
				47,697.17	
				499,743.68	211,499.90

BETTERMENTS NOT YET DUE

Fiscal Year	Outstanding 07/01/2012	Committed		Credit Adj. Abatement Btr. to Tax Collected	Balance
2013	7,970,767.99	18,750.00		0.00	
				18,750.00	
				540,686.69	
				156,224.19	7,273,857.11

BETTERMENT NOT YET DUE INTEREST

Fiscal Year	Outstanding 07/01/2012	Committed	Refunds/Ret'd Checks/ Transfer Out	Collected	Balance
2013	0.00	5,023.24		5,023.24	0.00

BETTERMENTS CHAPTER 41A DEFFERALS

Fiscal Year	Outstanding 07/01/2012	Committed		Collected	Balance
2013	65,625.00			9,375.00	56,250.00

BETTERMENTS CLASSIFIED LAND CHAPTER 61, 61A & 61B

Fiscal Year	Outstanding 07/01/2012	Committed		Collected	Balance
2013	93,750.00			0.00	93,750.00

SEPTIC REPAIR LOANS NOT YET DUE

Fiscal Year	Outstanding 07/01/2012	Committed		Loan to Tax Collected	Balance
2013	78,122.16	78,132.34		6,349.31	
				41,675.82	108,229.37

PRIVILEGE FEES

Fiscal Year	Outstanding 07/01/2012	Committed		Collected	Balance
2013	18,750.00			0.00	18,750.00

SUMMARY OF MONEYS COLLECTED AND TURNED OVER TO TREASURY

	Tax	Int	Other
Motor Vehicle & Trailer Ex	653,210.08	3,052.86	24,726.59
RMV Mark Fee			6,570.00
Parking Tickets	525.00		85.00
Personal Property	279,076.18	521.61	285.00
Real Estate	8,509,384.94	31,988.41	2,745.55
Supplemental Tax	1,152.18	0.00	0.00
Total Tax Collections:	9,443,348.38	35,562.88	34,412.14
Disolvment Cert.			52.00
Trailer Park Fees			16,816.00
Muniicpal Liens			12,700.00
Returned Chk Fee			50.00
Duplicate Bill Fee			3.00
Tax Taking Ad Fee			621.45
In Lieu of Taxes			1,777.41
FY2014 In Lieu of Taxes			3,839.63

Dog License			31.00
Total Other Collections:			35,890.49
Deputy Collector Charges"			10,862.75
Betterment To Tax			565,589.29
Betterment Comm. Int.			190,763.09
Septic Repair Loan to Tax			6,349.31
Septic Repair Loan CI			2,605.72
Sewer Usag Fees Comm.			43,925.78
Not Yet Due Btr.			156,224.19
Not Yet Due B. Int			5,023.24
Septic Repair Loan Not Yet Due			41,675.82
Septic Repair Loan Int. Not Yet Due			0.00
Sewer Eng. Fee			895.34
Sewer Usage			499,022.41
Total Sewer Collections:			1,512,074.19
Tax Collections:	9,443,348.38		
Int., Fees & Other Collections:	105,865.51		
Deputy Collector Collections:	10,862.75		
Total Sewer Collections:	1,512,074.19		
Total Amount Collected:	11,072,150.83		

I would like to thank my assistant, Antonia Callahan, my co-workers and the people of Shirley for the support and confidence they have shown me over the years. I would also like to give a special thanks to all the Senior Work off program participants. Your help is very much appreciated.

Respectfully submitted,
Holly J. Haase, C.M.M.C.
Town Collector

TOWN TREASURER

Dear Residents of the Town of Shirley:

I am pleased to provide you with my 20th annual report for the Treasurer's Office. During the difficult economic times of the past several years, Shirley's Standard & Poors bond rating of 'A' remains in place.

The duties and responsibilities of the Treasurer's Office include cash management, payroll, accounts payable processing, benefits & personnel administration, debt management, tax title administration, support to other town departments, interaction with outside agencies and Ambulance Department billing. I am a member of the Middlesex County Retirement System Advisory Council, and serve on the Sub-Committee on Assessments and Funding Schedules.

General fund investment income remains a consistent, although significantly reduced, source of revenue for the Town. The continuing recession and decreased prime lending rates by the Federal Reserve continue to reduce rates paid by banks on deposits. Tighter annual budgets and establishment of the Ayer Shirley Regional School District have reduced daily cash balances resulting in reduced investment income; lower investment income from bank deposits is expected to continue for the near term as the economy continues a slow recovery. Investment income for the past five years is listed.

<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>
\$19,789	\$15,920	\$15,370	\$11,767	\$9,586

The Treasurer's Office staff worked on several projects during FY 2013 including the Tax Title Collection process, collecting \$152,212 in FY13 and a total of \$880,540 since FY 2008; a cash flow model for the second operational year of the Ayer Shirley Regional School District; strengthened our internal controls for banking transactions and check issues; and re-financed \$600,000 in capital plan debt saving \$25,000 in interest payments for the remainder of the debt.

I extend my thanks and appreciation to my colleagues in Town Government; our success is a direct result of their dedicated service and cooperation. I extend special thanks to Assistant Treasurer Janet Poitras for her hard work and commitment to Shirley.

Our Town, its residents and its businesses are our first priority. We welcome visitors and will treat everyone with courtesy and respect; we will perform our duties in a knowledgeable and responsible manner while maintaining the highest standard of integrity; we will work with our colleagues, appreciate their unique individual talent, and recognize that it is through our combined efforts that we are best able to serve our community. The staff in the Treasurer's Office is available to answer any questions regarding our areas of responsibility within the Town government. Please contact us at the Town Offices, by phone at 978-425-2600, x215, or by e-mail at treasurer@shirley-ma.gov.

Respectfully submitted,

Kevin A. Johnston
Treasurer

**Town of Shirley
Cash Analysis
FY 2013**

<u>Month</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expenses</u>	<u>Ending Balance</u>
July-12	\$ 7,577,180.16	\$ 2,084,127.13	\$ (2,269,973.55)	\$ 7,391,333.74
August-12	\$ 7,391,333.74	\$ 1,377,581.69	\$ (1,279,304.70)	\$ 7,489,610.73
September-12	\$ 7,489,610.73	\$ 534,409.41	\$ (864,942.35)	\$ 7,159,077.79
October-12	\$ 7,159,077.79	\$ 1,236,178.46	\$ (1,848,643.65)	\$ 6,546,612.60
November-12	\$ 6,546,612.60	\$ 1,615,943.58	\$ (1,046,755.88)	\$ 7,115,800.30
December-12	\$ 7,115,800.30	\$ 572,575.47	\$ (1,019,731.46)	\$ 6,668,644.31
January-13	\$ 6,668,644.31	\$ 1,845,920.41	\$ (1,068,046.05)	\$ 7,446,518.67
February-13	\$ 7,446,518.67	\$ 1,021,668.55	\$ (1,498,427.54)	\$ 6,969,759.68
March-13	\$ 6,969,759.68	\$ 883,769.13	\$ (831,956.80)	\$ 7,021,572.01
April-13	\$ 7,021,572.01	\$ 2,046,030.64	\$ (1,116,515.94)	\$ 7,951,086.71
May-13	\$ 7,951,086.71	\$ 870,753.35	\$ (1,120,669.83)	\$ 7,701,170.23
June-13	\$ 7,701,170.23	\$ 1,005,393.78	\$ (1,156,586.12)	\$ 7,549,977.89

TOWN OF SHIRLEY

EMPLOYEE WAGES

Calendar Year 2013

Ambulance

Callahan, Matthew D.	\$	775.72
Callahan, William J., Jr.	\$	17.28
Cooley, Troy	\$	1,081.74
Denning, Donald	\$	952.02
Deshler, Albert	\$	881.50
Detillion, Dwight M.	\$	13,671.54
Favreau, Kellie	\$	105.78
Hawthorne, Joseph R., Jr.	\$	1,962.46
Hayes, Kevin Charles, Jr.	\$	70.52
Henry, Kimberly	\$	1,022.54
Henry, Steven	\$	987.28
Malone, Elizabeth J.	\$	52.89
OConnor, Brandon M.	\$	1,339.88
Ouellette, Adam J.	\$	1,234.10
Ouellette, Jennifer L.	\$	1,057.80
Poitrass, William R.	\$	2,168.49
Ranno, Derek J.	\$	70.52
Roberts, Cody	\$	1,571.55
Saball, Amanda	\$	35.26
Wernick, Aaron P.	\$	176.30

Council on Aging

Dombrowski, Aida	\$	5,994.33
Mandarano, Joseph M., Jr	\$	55.50
Oelfke, John	\$	27,823.36
Pender, Olga H.	\$	3,285.08
Perry, Douglas	\$	8,293.05
Perry, Robert H., Jr	\$	16,006.49

Communications

Burgoyne, John E., Jr	\$	2,353.32
Hawthorne, Katie A.	\$	57,167.76
Ortiz, Francis J.	\$	28,542.04
Roberts, Cody	\$	36,670.99

Shea, Christopher M.	\$	11,270.01
Topolski, Paul A.	\$	3,073.01
Wilmont, Robert	\$	43,252.94

DPW

Callahan, Pamela J.	\$	25,643.40
Farrar, Lee A.	\$	16,997.42
Farrar, Paul F.	\$	70,691.68
Flynn, Arthur H., III	\$	60,714.46
Lanteigne, Antonia S.	\$	1,079.76
Lanteigne, Michael A.	\$	61,403.36

Snow Removal Operations

Boomgaarden, Brian	\$	38.27
Callahan, Brian	\$	2,083.75
Coke, Mary	\$	102.07
Farrar, Donald E., Jr	\$	1,003.61
Farrar, Timothy	\$	455.02
Goodman, Brian, Jr	\$	3,278.69
Gushlaw, Rudolph	\$	191.36
Guthrie, John C.	\$	1,450.12
Hampson, Michael	\$	999.35
Hawthorne, Joseph R., Jr	\$	820.73
King, Scot E.	\$	225.38
Levesque, Matthew	\$	114.82
Martin, Daniel E.	\$	1,075.89
OConnor, Brandon M.	\$	395.49
Schwartz, David N.	\$	3,780.49

Election Worker

Bigelbach, Owen T.	\$	38.00
Bradley, Kathleen	\$	52.00
DeLong, Diane	\$	24.00
Deyo, Shirley A.	\$	12.00
Elwyn, Marie	\$	140.00
Esielionis, Frank A.	\$	112.00
Eubank, Barbara J.	\$	40.00
Flagg, Elizabeth A.	\$	14.00
Furman, Cynthia M.	\$	52.00
Hartman, Susan	\$	28.00
Huxley, Robert A.	\$	40.00
Landry, Athance J., Jr	\$	124.00
Landry, Thaddee	\$	155.76
Lanteigne, Antonia S.	\$	30.00
Litterine, Jeannine	\$	53.28

Marcinkewicz, Marjorie	\$	48.00
Marshall, Edward J., Jr	\$	34.00
Masiero, Barbara	\$	214.00
Oelfke, Charline	\$	95.36
Oelfke, John	\$	80.00
Peck, Jessica J.	\$	56.00
Schubert, Jean W.	\$	108.00
Shipton, Sylvia	\$	102.00
Sizer, Rachel	\$	226.00
Stanislaw, Judy L.	\$	172.00
Stetson, Frances R.	\$	72.00
Tohline, Carolyn K.	\$	1,209.70
Tohline, John B.	\$	288.00
Yokum, James W.	\$	170.00

Fire Department

Cooley, Troy	\$	49,678.32
Hawthorne, Joseph R., Jr	\$	60,322.97
Levesque, Dennis	\$	75,479.60
Roberts, Cody	\$	5,385.54

Fire Department - On Call

Addonizio, Matthew R.	\$	103.68
Boissonneault, Samantha M.	\$	17.28
Callahan, Brian J.	\$	1,866.24
Callahan, Matthew D.	\$	657.34
Callahan, William J., Jr	\$	2,350.08
Carroll, Ryan	\$	86.40
Cummings, Gage	\$	138.24
Deshler, Albert	\$	1,080.35
Devoll, Andrew	\$	51.84
Farley, Tyler	\$	371.52
Guthrie, Neal	\$	1,442.88
Hayes, Kevin Charles, Jr	\$	181.44
Henry, Steven	\$	865.40
Levesque, Kristy L.	\$	604.62
Murphy, Gregory	\$	34.56
O'Connor, Brandon M.	\$	2,005.53
Ouellette, Adam J.	\$	614.49
Ouellette, Jennifer L.	\$	242.62
Poitras, Michael R.	\$	146.88
Poitras, William R.	\$	1,487.83
Ramirez, Amilcar E.	\$	138.24
Ranno, Derek J.	\$	285.12
Shakarian, Robert	\$	855.36

Tyler, Jonathan	\$	561.60
White, Brian	\$	1,002.24

Library

Banks, Steven L.	\$	12,782.71
Cusick, Susan	\$	31,388.07
Farrar, Kathleen R.	\$	33,169.50
Landers, Carol A.	\$	11,484.82
Lanteigne, Antonia S.	\$	5,672.04
McNeal, Christopher M.	\$	825.02
Roy, Debra J.	\$	51,328.40

Police Department

Bruin, Brandon	\$	77,487.86
Cromwell, Alfreda H.	\$	67,242.03
Gushlaw, Gregory P.	\$	99,565.00
Laprade, Craig K.	\$	100,239.37
Massak, J. Gregory	\$	87,126.40
Moody, Everett W., Jr	\$	84,844.13
Santiago, Samuel	\$	97,609.97
Strniste, Jason	\$	66,350.01
Violette, Peter	\$	115,331.39
Whiting, Ann Marie	\$	48,362.40

Police Department-Reserves & Part Time

Clements, Richard J.	\$	196.14
Cook, Douglas J.	\$	390.80
Finn, Robert W.	\$	2,078.82
Gannon, Martin	\$	385.20
Hamel, Earl	\$	7,266.34
Hampson, Lesley	\$	531.12
Jackson, Merkendick, Jr.	\$	141.36
Lekaditis, Peter	\$	633.32
Letarte, Donald	\$	537.36
McAndrew, Stephen C.	\$	332.20
McNally, John T.	\$	1,071.76
Pacetti, Robert M.	\$	270.27
Souther, Brian L.	\$	7,033.47
Smith, Quinn	\$	390.80
Swick, Heather	\$	4,310.85
Walkonen, Edward J.	\$	2,301.60

Benjamin Hill Pool

Abare, Greg	\$	1,705.83
Barney, Michael R.	\$	698.92

Bowen, Josephine	\$	76.95
Coke, Mary	\$	3,762.50
Gallip, John R.	\$	1,435.75
Hack, Jonathan	\$	1,638.24
Hack, Rebecca	\$	4,161.73
Hansen, Trevor	\$	463.82
Lamy, Adam	\$	5,335.70
McIntyre, John	\$	741.16
Micozzi, Allison	\$	422.50
Mrakovich, Amanda J.	\$	6,905.00
Muchata, Corey	\$	4,640.31
Paterson, Ian C.	\$	907.21
Powell, Heather	\$	573.75
Russell, Kelly	\$	3,140.98
Winship, Olivia N.	\$	3,160.31
Winslow, Zachary J.	\$	40.50

Senior Work-off Program

Arakelian, Paulette S.	\$	324.00
Bradley, Kathleen	\$	1,000.00
Chase, Bruce L.	\$	914.40
Collins, Nancy A.	\$	1,000.00
Doiron, Gerald G.	\$	768.00
Forest, Janina	\$	660.00
Gagnon, Raymond	\$	992.00
Gray, Frances	\$	600.00
Hartman, Susan S.	\$	632.80
Heraty, Thomas	\$	1,000.00
Holbein, Paulette	\$	1,000.00
Lambert, Ralph J.	\$	436.00
Landry, Nancy	\$	978.08
Mandarano, Joseph M., Jr	\$	1,000.00
Masiero, Barbara	\$	1,000.00
Oelfke, Charline	\$	490.00
Perry, Barbara E.	\$	241.60
Sizer, Rachel	\$	1,000.00
Stanislaw, Judy L.	\$	1,000.00
Steiner, Robert A.	\$	1,000.00
Strang, Irene M.	\$	1,000.00
Szymkowski, Patricia	\$	768.00
Turnbull, Adele	\$	930.00

Summer in Shirley

Charland, Abigail	\$	1,819.25
Cullinane, Brittany A.	\$	2,132.75

Davis, Michael S.	\$	1,629.25
Ellis, Andrew J.	\$	3,177.48
Gibbons, Alexis	\$	1,695.75
Goodman, Ryan F.	\$	1,961.75
Harding, Ryan D.	\$	1,501.00
Levesque, Kristy L.	\$	954.50
Poitras, Katie A.	\$	1,259.50
Reilly, Christopher	\$	1,767.00
Schaff, Duncan	\$	1,216.00
Stern, Erin E.	\$	2,413.00
Stern, Laura A.	\$	3,341.61
Stern, Steven M.	\$	10,560.00
Watson, Clara	\$	2,161.25

Town Offices

Arakelian, Paulette S.	\$	66.67
Berry, David A.	\$	25,577.02
Boucher, Rebecca A.	\$	56,114.40
Boynton, David	\$	325.92
Callahan, Antonia M.	\$	24,889.99
Coke, Lonna	\$	36,167.46
Colburn, Bobbi Jo	\$	58,717.20
Detillion, Dwight M.	\$	6,343.48
Deveau, Armand N.	\$	33.33
Dumont, Kendra J.	\$	100.00
Farrar, Donald E., Jr	\$	51,137.60
Fox, Kristen	\$	1,627.90
Friedrich, Robert	\$	10,641.17
Garvin, Patrice	\$	18,186.90
Gibbons, Lisa D.	\$	21,146.22
Haase, Holly J.	\$	59,762.80
Hampson, Heather	\$	4,475.52
Hill, Sandra A.	\$	41,591.20
Hunt, Nicole M.	\$	39,503.25
Joachim, Gregory J.	\$	2,475.60
Johnston, Kevin A.	\$	58,692.80
Keefe, James E.	\$	11.54
MacDonald, Anna J.	\$	18,987.27
Marchetti, Ronald	\$	100.00
McDougall, Amy R.	\$	58,200.80
O Brien, John	\$	1,996.26
Poitras, Janet L.	\$	37,384.39
Prescott, Robert E., Jr.	\$	66.67
Rhodes, Lela M.	\$	2,454.90
Rocco, Kathleen A.	\$	45,203.20

Saball, Joseph A., Sr	\$	100.00
Schneider, Stephen	\$	697.40
Swain, David N.	\$	100.00
Tada, Takashi	\$	11,119.74
Thibault, James D.	\$	10,641.17
 Total wages paid in CY 2013	 \$	 2,556,872.91

SHIRLEY DEPARTMENT OF VETERANS' SERVICES

Contact Information:

Office Hours Monday 5:00 PM to 7:00 PM, appointments anytime.
Address 7 Keady Way, Shirley, MA. 01464
Phone Number 978-425-2600 x280
E-Mail mdetillion@shirley-ma.gov

The number of veterans requesting chapter 115 services for FY13 increased considerably from past years. In support of veterans and their families the Town of Shirley and the Department of Veterans' Services agreed to support veterans until such time they are able to get assistance long term from other sources. Currently our planned budget to assist veterans is higher than ever before. We have taken on additional cases but remain committed to helping veterans and their families.

Shirley's payout to Chapter 115.....\$68,091
Shirley's reimbursement from the state...\$51,068
Shirley's cost to support Chapter 115.... \$17,023

Unfortunately, the Town of Shirley lost several veterans this year. The impact to our community and our lives is great. Our thoughts go out to the families of those veterans.

Veteran Services would like to thank the Friends of Shirley and Loaves and Fishes for their continued support to our veterans in these economic times.

Shirley Veterans Services office hours are 5:00 P.M. every Monday at the Town Clerks Office in the Town Office Building. The Veterans' Agent is available any time and can be reached at 978-425-2600 x280.

Respectfully submitted,

Dwight M. Detillion
Veterans' Service Officer

WAR MEMORIAL BUILDING TRUSTEES

War Memorial Building Trustee (WMBT) members for fiscal year 2013: Robert Perry (Chair, veteran), George Callahan (veteran), Ron Deyo (veteran), Harold Smith, and Theresa Richards (secretary). In May 2013 we said a fond farewell to George Callahan, and welcomed veteran Norman G. Albert.

The WMBT's year started where it left off in 2012, with efforts primarily focused on updating the War Memorial Building (WMB) kitchen and downstairs lavatory. Within a few months, unanticipated business arose. Overall seventeen meetings were held within eleven months to address the following items.

The practicality and feasibility of using the remaining \$29,704 of a \$40,000 loan (2002) for the renovations of the kitchen and lower floor lavatories was heavily considered. This was an ongoing project from previous years. Estimates, quotes, and contractor consultations were reviewed relative to a) kitchen and serving area floor replacement – currently cracked & uneven: \$13-17,000 not including floor removal; b) 3-basin sink installation- would require significant plumbing updates per building inspector; c) cooking equipment & appliances –replace residential stoves with used commercial stoves/cooktops that would include griddles; this would necessitate venting, hood and fire suppression system, estimated to be \$15-23,000 alone, and d) replacement of cabinets with stainless steel portable shelves for cost and ease of cleaning; e) relocation of electrical box would require significant updates.

Other repairs and updates were discussed, and it was voted that the \$29,704 would be better spent repairing and improving higher priority areas of the building such as the rear entrance (loss of energy and security concerns), stained and mildewed rugs, and bathroom accessibility and furnace replacement among other things, as deemed necessary by the Trustees. Article 12 of the 2013 ATM was prepared for this purpose and passed.

Initially triggered by requests from the building Tenants (George J. Morin American Legion Post 183) for contributions toward ever-increasing fuel costs, the Trustees spent significant meeting hours discussing and reviewing energy usage for the building and potential energy-saving measures, utility payment responsibilities, the anti-aid amendment, past Town and American Legion (AL) building improvements and financial support, and understanding more about the building history and the Legion's part in that history. An article was submitted for 2013 ATM requesting funding, but withdrawn on the floor by the WMT in light of recent information of potential building improvements that could significantly reduce future energy use.

Because the previous lease of the building had expired (last signed in 2009 by WMBT and AL board members but not by Selectmen), general expectations, obligations and responsibilities of all aforementioned parties were no longer clear. Additionally, the Energy Committee's Energy Improvement program for Town-owned buildings was in the planning stages, and building eligibility mandated the payment of utilities by the Town. In order to uphold the anti-aid amendment, Town Counsel advised the Town could pay utilities for the WMB if the Tenant (AL) paid a rent to the Town to cover anticipated utility expenses. A lengthy review and revision of the lease thus began.

Other building updates and general business addressed: Leaking hot water tank was replaced with donated tank. AL members painted stage molding, lobby doors and trim, and also replaced 75 incandescent or CFL bulbs to LEDs, as supplied by grant through the Energy Committee. The Legion constructed an outdoor barbecue pit. All of the labor and supplies were provided by the Legion at no cost to the Town.

Trustee discussions also covered potential funding sources, past and present building uses, WMBT mission statements and goals, and a proposed five-year plan.

The War Memorial Building Trustees would like to extend our appreciation to the American Legion Commanders past and present, as well as members who have taken time to educate the Trustees on the building's history and the Legion's role in it. We are also thankful for their daily efforts in maintenance and operation of the building including but not limited to clearing stairs and walkways of snow and debris, custodial duties, and welcoming individual and group users from the community for nominal fees and in some instances no charge. The building remained frequently used throughout the year by fundraising groups (school, Pop Warner, charities), local scouts, the AL Auxiliary, fitness classes, Bemis Corporation, and private parties, just to name a few. Gratitude is extended to the Energy Committee as well for recognizing the importance and potential of the WMB within the community to include it in their Energy Study.

FY '14 promises to be another busy one, as the WMBT look toward finalizing the lease with the Legion, cooperating with the Energy Committee as their energy improvement plan is implemented, replacing rear entry doors, replacing carpeting, improving bathroom accessibility, continuing to improve relations with the Legion and the community, and bringing the building back to being the distinguished memorial to all veterans that it should be.

Respectfully submitted,

Theresa M. Richards (Chair, non-veteran)

Albert Norman (Vice-chair, veteran)

Robert Perry (veteran)

Harold Smith (non-veteran)

Allen Flagg (veteran)